

**WORK SESSION AGENDA
APRIL 17, 2018
4:00 p.m.**

1. Agenda Review

**AGENDA
CITY OF MORRISTOWN, TENNESSEE
CITY COUNCIL MEETING
APRIL 17, 2018 – 5:00 P.M.**

1. CALL TO ORDER

Mayor Gary Chesney

2. INVOCATION

Mark Burford, Senior Chaplain, Morristown Police Department

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. APPROVAL OF MINUTES

1. April 3, 2018

6. PROCLAMATIONS/PRESENTATIONS

**7. CITIZEN COMMENTS ABOUT AGENDA ITEMS ONLY
(Other than items scheduled for public hearing.)**

8. OLD BUSINESS

8-a. Public Hearings & Adoption of Ordinances/Resolutions

9. NEW BUSINESS

9-a. Resolutions

9-b. Introduction and First Reading of Ordinances

9-c. Awarding of Bids/Contracts

1. Approval of bid for Salt Spreader in the amount of \$8,990 to Kingsport Iron and Metal.
2. Approval of best and lowest bid for Knuckle Boom Truck, in the amount of \$133,139.69 to Springfellow, Inc.

9-d. Board/Commission Appointments

1. City Council appointment or re-appointment to the Hamblen County Board of Equalization for a two (2) year term expiring May 1, 2020; term expiring Robert T. Russell.
2. City Council appointments or re-appointments to the Construction Board of Adjustments, Appeals and Examiners for three (3) year terms to expire May 1, 2021; terms expiring Michael Price, J. Eddie Fuller and Max Cook.

9-e. New Issues

1. Approval of Insurance Recommendation for 2018/2019 Budget Year.

10. CITY ADMINISTRATOR'S REPORT

1. Panther Creek Park Report.

11. COMMUNICATIONS/PETITIONS

This is the portion of the meeting where members of the audience may speak subject to the guidelines provided.

12. COMMENTS FROM MAYOR/COUNCILMEMBERS/COMMITTEES

13. ADJOURN

City Council Meeting/Holiday Schedule:
Regular City Council Meeting with Work Session

May 1, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
May 1, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
May 11, 2018	(Fri.) 8:30 a.m.	City Administrator's Budget Presentation to City Council Keener Room, Rose Center
May 15, 2018	(Tues) 3:45 p.m.	Finance Committee Meeting
May 15, 2018	(Tues) 4:15 p.m.	Work Session – Council Agenda Review
May 15, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
May 28, 2018	(Monday)	City Employee's Holiday Memorial Day
Jun. 5, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Jun. 5, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Jun. 19, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Jun. 19, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Jul. 3, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Jul. 3, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
July 4, 2018	(Wednesday)	City Employee's Holiday Independence Day
Jul. 17, 2018	(Tues) 3:45 p.m.	Finance Committee Meeting
Jul. 17, 2018	(Tues) 4:15 p.m.	Work Session – Council Agenda Review
Jul. 17, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session

**WORK SESSION AGENDA
APRIL 17, 2018**

1. Travel Policy

**STATE OF TENNESSEE
COUNTY OF HAMBLLEN
CORPORATION OF MORRISTOWN
APRIL 3, 2018**

The City Council for the City of Morristown, Hamblen County, Tennessee, met in regular session at the regular meeting place of the Council in the Morristown City Center at 5:00 p.m., Tuesday, April 3, 2018, with the Honorable Mayor Gary Chesney, presiding and the following Councilmembers present; Bob Garrett, Chris Bivens, Kay Senter, Dennis Alvis, Ken Smith, and Tommy Pedigo.

John Freitag, Senior Chaplain Morristown Police Department, led in the invocation and Councilmember Alvis led in the "Pledge of Allegiance".

Councilmember Smith made a motion to approve the March 20, 2018, minutes as circulated. Councilmember Senter seconded the motion and upon roll call; all voted "aye".

Councilmember Alvis made a motion to open the agenda and add item 9.c.5. (approval of contract for Phase I Morristown City Center Plaza project). Councilmember Senter seconded the motion and upon roll call; all voted "aye".

Mayor Chesney and Council presented a \$1,000 check to graduating seniors from East and West High Schools, for Project Graduation.

A Public Hearing was held relating to Ordinance No. 3602; no one spoke.

Councilmember Alvis made a motion to approve Ordinance No. 3602 on second and final reading. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3602

**An Ordinance of the City Council of Morristown, Tennessee,
Amending Title 14 (Zoning and Land Use Control), Chapter 2 and
Chapter 9 (Local Business District) of the Morristown Municipal
Code.**

A Public Hearing was held relating to Ordinance No. 3603; and the following person spoke: Evan McKinley.

Councilmember Pedigo made a motion to approve Ordinance No. 3603 on second and final reading. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3603

An Ordinance of the City Council of Morristown, Tennessee, amending Title 14 (Zoning and Land Use Control), Chapter 2, Section 14-316-3.f. (Off Street Parking Requirements for Industrial Uses) of the Morristown Municipal Code.

A Public Hearing was held relating to Resolution No. 01-18; no one spoke.

Councilmember Smith made a motion to approve Resolution No. 01-18. Councilmember Senter seconded the motion and upon roll call; all voted "aye".

Resolution No. 01-18

A Resolution Adopting a Plan of Services for the Annexation of Property Located within the East Tennessee Progress Center.

Whereas, Tennessee Code Annotated, Title 6, Chapter 51, as Amended Requires that a Plan of Services be Adopted by the Governing Body.

Now, Therefore, Be it Resolved by the Board of Mayor and Council of the City of Morristown, Tennessee:

Property identified as Hamblen County Tennessee Tax Parcel ID # 061 00501 and Jefferson County Tennessee Tax Parcel ID # 018 046.01 which includes 3.84+/- acres as shown in the graphic attached and as described in Hamblen County Tennessee Deedbook 233, page 483, a copy of which is attached;

Section I. Pursuant to the provisions of Title 6, Chapter 51, Tennessee Code Annotated, there is hereby adopted, for the area bounded as described above, the following plan of services:

Police Protection

Patrolling, radio responses to calls, and other routine police services using present personnel and equipment will be provided upon the effective date of annexation.

Fire Protection

Fire protection by the present personnel and the equipment of the fire fighting force, within the limitations of available water and distances from fire stations, will be provided upon the effective date of annexation. Water for fire protection to serve the substantially developed annexed area(s) will be provided in accordance with current policies of Morristown Utilities Commission unless authorized by franchise agreement with another utility district which has made service available with capabilities to meet City of Morristown Fire Protection Standards. Any extension of water system infrastructure beyond that of the Morristown Utility Commission policies shall be at the expense of the property owner or developer.

Water Service

Water for potable use will be provided in accordance with current policies of Morristown Utilities Commission.

Sanitary Sewer Service

Any extension of said shall be at the expense of the property owner or property developer.

Electrical Service

Electrical service for domestic, commercial and industrial use will be provided at city rates for new lines as extended in accordance with current policies of Morristown Utility Commission. In those parts of the annexed area presently served by another utility cooperative, the above conditions or terms will begin with the acquisition by the city of such cooperatives or parts thereof, which may be delayed by negotiations and/or litigation.

Refuse Collection

The same regular refuse collection service now provided within the City will be extended to the annexed area sixty days following the effective date of annexation.

Streets

Reconstruction and resurfacing of streets, installation of storm drainage facilities, construction of curbs and gutters, and other such major improvements, as the need therefore is determined by the governing body, will be accomplished under current policies of the city. Traffic signals, traffic signs, street markings and other traffic control devices will be installed as the need therefore is established by appropriate study and traffic standards. Street name signs where needed will be installed as new street construction requires.

Inspection Services

Any inspection services now provided by the City (building, property maintenance, electrical, plumbing, gas, housing, sanitation, etc.) will begin upon the effective date of annexation.

Planning and Zoning

The planning and zoning jurisdiction of the city will apply to the annexed area in conjunction with the effective date of annexation. The recommended zoning designation for this land will be HI (Heavy Industrial).

Street Lighting

Street lights will be installed in accordance to City policies.

Recreation

Residents of the annexed area may use all existing recreational facilities, parks, etc., on the effective date of annexation. The same standards and policies currently used will be followed in expanding the recreational program and facilities in the enlarged city.

Miscellaneous

Fibernet may be installed per the current Morristown Utility System policy.

Section II. This Resolution shall become effective from and after its adoption.

Passed on this the 3rd day of April 2018.

MAYOR

ATTEST

CITY ADMINISTRATOR

A Public Hearing was held relating to Ordinance No. 3604; no one spoke.

Councilmember Alvis made a motion to approve Ordinance No. 3604 on second and final reading. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3604

An Ordinance to Annex Certain Territory and to Incorporate same within the Corporate Boundaries of the City of Morristown, Tennessee. Annexation of property located along the south rights-of-way of Howard Allen Road within the East Tennessee Progress Center, having previously been addressed as 1755 Howard Allen Road.

A Public Hearing was held relating to Resolution No. 02-18; no one spoke.

Councilmember Smith made a motion to approve Resolution No. 02-18. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Resolution No. 02-18

A Resolution Adopting a Plan of Services for the Annexation of Property Located in the Downs at Wallace Farms Development at Exit 8.

Whereas, Tennessee Code Annotated, Title 6, Chapter 51, as Amended Requires that a Plan of Services be Adopted by the Governing Body.

Now, Therefore, Be it Resolved by the Board of Mayor and Council of the City of Morristown, Tennessee:

Property identified as being located in the first civil district of Hamblen County, Hamblen County Tax Parcel ID # 057 11604 000 which is divided by the rights-of-way of Progress Parkway to include 23.25 (+/-) acres more or less, the general location being shown on the attached exhibit A;

Section I. Pursuant to the provisions of Title 6, Chapter 51, Tennessee Code Annotated, there is hereby adopted, for the area bounded as described above, the following plan of services.

Police Protection

Patrolling, radio responses to calls, and other routine police services using present personnel and equipment will be provided upon the effective date of annexation.

Fire Protection

Fire protection by the present personnel and the equipment of the fire fighting force, within the limitations of available water and distances from fire stations, will be provided upon the effective date of annexation. Water for fire protection to serve the substantially developed annexed area(s) will be provided in accordance with current policies of Witt Utilities unless authorized by franchise agreement with another utility district which has made service available with capabilities to meet City of Morristown Fire Protection Standards. Any extension of water system infrastructure beyond that of Witt Utilities policies shall be at the expense of the property owner or developer.

Water Service

Water for potable use will be provided in accordance with current policies of Witt Utility District.

Sanitary Sewer Service

Any extension of said shall be at the expense of the property owner or property developer.

Electrical Service

Electrical service for domestic, commercial and industrial use will be provided at city rates for new lines as extended in accordance with current policies of Morristown Utility Commission. In those parts of the annexed area presently served by another utility cooperative, the above conditions or terms will begin with the acquisition by the city of such cooperatives or parts thereof, which may be delayed by negotiations and/or litigation.

Refuse Collection

The same regular refuse collection service now provided within the City will be extended to the annexed area sixty days following the effective date of annexation.

Streets

Reconstruction and resurfacing of streets, installation of storm drainage facilities, construction of curbs and gutters, and other such major improvements, as the need therefore is determined by the governing body, will be accomplished under current policies of the city. Traffic signals, traffic signs, street markings and other traffic control devices will be installed as the need therefore is established by appropriate study and traffic standards. Street name signs where needed will be installed as new street construction requires.

Inspection Services

Any inspection services now provided by the City (building, property maintenance, electrical, plumbing, gas, housing, sanitation, etc.) will begin upon the effective date of annexation.

Planning and Zoning

The planning and zoning jurisdiction of the city will apply to the annexed area in conjunction with the effective date of annexation. The recommended zoning designation for this land will be HI (Heavy Industrial).

Street Lighting

Street lights will be installed in accordance to City policies.

Recreation

Residents of the annexed area may use all existing recreational facilities, parks, etc., on the effective date of annexation. The same standards and policies now used will be followed in expanding the recreational program and facilities in the enlarged city.

Miscellaneous

Fibernet may be installed per the current Morristown Utility System policy.

Section II. This Resolution shall become effective from and after its adoption.

Passed on this the 3rd day of April 2018.

MAYOR

ATTEST:

CITY ADMINISTRATOR

A Public Hearing was held relating to Ordinance No. 3605; no one spoke.

Councilmember Senter made a motion to approve Ordinance No. 3605 on second and final reading. Councilmember Alvis seconded the motion and upon roll call; all voted “aye”.

Ordinance No. 3605

An Ordinance to Annex Certain Territory and to Incorporate same within the Corporate Boundaries of the City of Morristown, Tennessee. Annexation of property identified in the first civil district of Hamblen County, HCTP ID #05711604000 which is divided by the rights-of-way of Progress Parkway.

A Public Hearing was held relating to Ordinance No. 3606; no one spoke.

Councilmember Senter made a motion to approve Ordinance No. 3606 on second and final reading. Councilmember Alvis seconded the motion and upon roll call; all voted “aye”.

Ordinance No. 3606

An Ordinance to abandon certain public street rights-of-way within the corporate boundaries of the City of Morristown; {Howard Allen Road}.

Councilmember Alvis made a motion to approve Resolution No. 03-18. Councilmember Smith seconded the motion and upon roll call; all voted “aye”.

Resolution No. 03-18

A Resolution to Authorize the Submission of a Fast Track Infrastructure Development Program (FIDP) Application on Behalf of Petoskey Plastics.

- Whereas, The City of Morristown recognizes and supports the need for business expansion within the city; and
- Whereas, Petoskey Plastics will be expanding its business facility located at 5725 Commerce Boulevard in the City of Morristown; and
- Whereas, Petoskey Plastics has indicated that site development, drainage system, utility system and rail spur improvements are needed to serve the facility; and
- Whereas, the State of Tennessee offers grants to local communities to finance eligible improvements that support business expansion through its Fast Track Infrastructure Development Program (FIDP); and
- Whereas, The City of Morristown must submit a formal application in order to be eligible for funding through the FIDP program, said application to request funding for all eligible expenses related to improvements that will serve the expansion of Petoskey Plastics in Morristown.

Now, Therefore Be It Resolved that the City of Morristown hereby authorizes the Mayor or his representative to prepare and submit a FIDP grant application for up to \$750,000 to finance the cost of all eligible expenses related to improvements that will serve the expansion of Petoskey Plastics in Morristown. Be it Further Resolved that Petoskey Plastics will contribute at least 25% of the total project costs in order to satisfy the local share requirements of the FIDP program.

This Resolution adopted this the 3rd day of April 2018.

MAYOR

ATTEST:

CITY ADMINISTRATOR

Councilmember Smith made a motion to the approve the bid and award the contract for the Site Improvements at Colortech, Inc., in the amount of \$541,657 to Vic Davis Construction. Councilmember Pedigo seconded the motion and upon roll call; all voted “aye”.

Councilmember Senter made a motion to approve the Tennessee Department of Transportation (TDOT) Supplemental Agreement for safety improvements at the Highway-Rail Grade Crossing Improvement Project. Councilmember Alvis seconded the motion and upon roll call; all voted “aye”.

Councilmember Alvis made a motion to approve the Agreement for Services between the City of Morristown and Morristown Housing Authority for an on-duty police officer. Councilmember Garrett seconded the motion and upon roll call; all voted “aye”.

Councilmember Smith made a motion to approve the sale of property, approximately 150 acres, in the East Tennessee Progress Center to Project King’s Hay. Councilmember Pedigo seconded the motion and upon roll call; all voted “aye”.

Councilmember Bivens made a motion to approve the Contract between the City of Morristown and Design Innovation Architects for Phase I Morristown City Center Plaza Project in the lump sum amount of \$64,050. Councilmember Alvis seconded the motion and upon roll call; all voted: “aye”.

Mayor Chesney adjourned the April 3, 2018, City Council meeting at 5:35 p.m.

MAYOR

ATTEST:

CITY ADMINISTRATOR



Morristown City Council Agenda Item Summary

Date: April 10, 2018

Agenda Item: Approval of Bid – Salt Spreader

Prepared by: Joey Barnard, Assistant City Administrator

Subject: Salt Spreader Bid

Background/History: Due to the aging of certain equipment due to normal wear and tear, it has become necessary for the Public Works Department to purchase a new salt spreader.

Findings/Current Activity: The bid was advertised in the *Citizen Tribune* on March 20, 2018 and on March 22, 2018 and in the Knoxville News Sentinel on March 20, 2018. Additionally, the bid was posted to the City of Morristown's website and through Vendor Registry, an on-line bid facilitation website. The submission deadline was Tuesday, April 3, 2018 at 3:00 PM. We received 6 responses.

Financial Impact: Funds have been appropriated in the 2017-18 budget.

Action options/Recommendations: It is staffs' recommendation to accept the best and lowest bid submitted by Kingsport Iron and Metal, LLC in the amount of \$8,990.00.

Attachments: Copy of the Bid Tabulation

City of Morristown
Salt Spreader Bid Tabulation
Tuesday, April 3, 2018, 3:00 PM

Bidder	Model	Unit Price
CMI Equipment	E2020XT	\$ 13,905.00
Kingsport Iron and Metal, LLC	Buyers Brand #1450657	\$ 8,990.00
Viking Cives Midwest	Swenson EV150	\$ 12,800.00
Stringfellow Inc	Hi-Way Model E2500	\$ 9,799.00
Mid-State Equipment Co. Inc	Henderson FSH-II	\$ 11,000.00
B & H Sales	Swenson EV-150	\$ 9,250.00



Morristown City Council Agenda Item Summary

Date: April 10, 2018

Agenda Item: Approval of Bid – Knuckle Boom Truck

Prepared by: Joey Barnard, Assistant City Administrator

Subject: Knuckle Boom Truck Bid

Background/History: Due to aging of the fleet and utilization of current equipment, it has become necessary for the Public Works Department to purchase a new knuckle boom truck.

Findings/Current Activity: The bid was advertised in the *Citizen Tribune* on March 20, 2018, and on March 22, 2018, and in the Knoxville News Sentinel on March 20, 2018. Additionally, the bid was posted to the City of Morristown's website and through Vendor Registry, an on-line bid facilitation website. The submission deadline was Tuesday, April 3, 2018, at 2:00 PM. We received 5 responses.

Financial Impact: Funds have been appropriated in the 2017-18 budget.

Action options/Recommendations: It is staffs' recommendation to accept the **best and lowest bid** submitted by Stringfellow, Inc. in the amount of \$133,139.69. The optional grapple is NOT being purchased.

Attachments: Copy of the Bid Tabulation

City of Morristown
Knuckle Boom Truck Bid Tabulation
Tuesday, April 3, 2018, 2:00 P.M.

Bidder	Cab & Chassis Description	Cab & Chassis Price	Knuckle Boom Body Description	Knuckle Boom Body Price	Total Bid	Optional Grapple
Stringfellow, Inc	2019 337 Peterbilt	\$ 79,931.00	SKBR-20HJ-SU-R	\$ 52,668.69	\$ 132,599.69	\$5,213.75 w/out rotator \$7,276.25 with rotator
Stringfellow, Inc #2	2019 Kenworth T370	\$ 80,471.00	SKBR-20HJ-SU-R	\$ 52,668.69	\$ 133,139.69	\$5,213.75 w/out rotator \$7,276.25 with rotator
Landmark Trucks, LLC	2019 International MV 607	\$ 77,390.92	CMI Peterson RL-3	\$ 56,000.00	\$ 133,390.92	\$ 1,600.00
Worldwide Equipment Inc	2019 Kenworth T370	\$ 80,471.00	Peterson RL-3	\$ 55,937.00	\$ 136,408.00	\$ 1,516.00
Global Rentals	2019 Ford F-750 Diesel Regular Cab	\$ 67,500.00	New Nerco Model 7500	\$ 79,367.00	\$ 146,867.00	n/a



From the Desk of

Debbie Stamey
Deputy Clerk/Executive Assistant
(423) 585-4603
e-mail dstamey@mymorristown.com

TO: Mayor and City Council

RE: CITY COUNCIL APPOINTMENT OR RE-APPOINTMENT OF
BOARD/COMMISSION MEMBER

DATE: April 13, 2018

The following Board/Commission Members term will expire on May 1, 2018. This is a City council appointment, or re-appointment, scheduled for the April 17, 2017, City Council meeting. The appointment or re-appointment is for two-year year term that will expire on May 1, 2020.

Hamblen County Board of Equalization

Term Expiring: Robert T. Russell

The above listed member has been contacted by the Hamblen County Assessors office and is willing to serve another term.



From the Desk of

Debbie Stamey

Deputy Clerk/Executive Assistant

(423) 585-4603

e-mail dstamey@mymorristown.com

TO: Mayor and City Council

RE: CITY COUNCIL APPOINTMENT OR RE-APPOINTMENT OF
BOARD/COMMISSION MEMBER(s)

DATE: April 13, 2018

The following Board/Commission Member's terms will expire on May 1, 2018. This is a City council appointment, or re-appointment, scheduled for the April 17, 2017, City Council meeting. These appointments or re-appointments are for three (3) year terms that will expire on May 1, 2021.

Construction Board of Adjustments, Appeals, and Examiners

Terms Expiring: Michael Price, J. Eddie Fuller and Max Cook.

The above listed members have been contacted by staff and are willing to serve another term.

Insurance Rates for FY 2019

	Individual	Employee +1	Family
Employee Rate	\$ 72.60	\$ 145.18	\$ 217.77
City Rate	\$ 457.30	\$ 914.63	\$ 1,371.93
Current Rates	\$ 529.90	\$ 1,059.81	\$ 1,589.70

12% increase

Funding for FY 2019 \$ 593.49 \$ 1,186.99 \$ 1,780.46

Rates for completing HRA (maintiaining 85%, 15% split)

	Individual	Employee +1	Family
Employee Rate (15%)	\$ 89.02	\$ 178.05	\$ 267.07
City Rate (85%)	\$ 504.46	\$ 1,008.94	\$ 1,513.39
Total	\$ 593.49	\$ 1,186.99	\$ 1,780.46

Rates for NOT completing HRA

	Individual	Employee +1	Family
	\$ 89.02	\$ 178.05	\$ 267.07
Surcharge	\$ 50.00	\$ 100.00	\$ 100.00
Employee Rate	\$ 139.02	\$ 278.05	\$ 367.07