

**WORK SESSION AGENDA
JANUARY 2, 2018
4:00 p.m.**

1. Agenda Review

**AGENDA
CITY OF MORRISTOWN, TENNESSEE
CITY COUNCIL MEETING
JANUARY 2, 2018 – 5:00 P.M.**

1. CALL TO ORDER

Mayor Gary Chesney

2. INVOCATION

Dr. Gary Brewster, Chaplain Squad Leader, Morristown Police Department

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. APPROVAL OF MINUTES

1. December 19, 2017

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 Maintenance Agreement for Signal on SR-34 Intersection at Commerce Boulevard between the Tennessee Department of Transportation (TDOT) and the City of Morristown: PIN # 121573.00; Federal Project # HSIP-34(105) State Project # 32004-3226-94; Agreement # 170163.
2. Approval of License Agreement between the City of Morristown and Tuff Torq Corporation.
3. Approval of Vehicle Purchase - Fire Department: 2018 1500 SSV Crew Cab 4X4 in the amount of \$32,590.58 and a 2018 Durango AWD in the amount of \$31,617.06 from TT of Columbia, state contract, for the Fire Department, State Wide Contract #209.
4. Approval of Change Order for Fire Station #4 from Burke-Ailey Construction Company, Inc., in the amount of \$41,595.

9-d. Board/Commission Appointments

1. Mayor's appointment of the 2018 Finance Committee.

9-e. New Issues

1. Approval of Fire Departments hiring of four (4) entry-level Firefighters.

10. CITY ADMINISTRATOR'S 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

Jan. 9, 2018	(Tues) 1:00 p.m.	Special Called City Council Work Session
Jan. 15, 2018	(Monday)	Design, Heritage Park Phase I and Public Works
Jan. 16, 2018	(Tues) 3:45 p.m.	City Employee's Holiday Martin Luther King Day
Jan. 16, 2018	(Tues) 4:15 p.m.	Finance Committee Meeting
Jan. 16, 2018	(Tues) 5:00 p.m.	Work Session – Council Agenda Review
Jan. 19, 2018	(Friday) 9 a.m. – 3 p.m.	Regular City Council Meeting with Work Session
		Work Session – Mid-Year Council Planning
		Morristown Airport Conference Room
Feb. 6, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Feb. 6, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Feb. 20, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Feb. 20, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Mar. 6, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Mar. 6, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Mar. 20, 2018	(Tues) 3:45 p.m.	Finance Committee Meeting
Mar. 20, 2018	(Tues) 4:15 p.m.	Work Session – Council Agenda Review
Mar. 20, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Mar. 30, 2018	(Friday)	City Employee's Holiday Good Friday
Apr. 3, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Apr. 3, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
Apr. 17, 2018	(Tues) 4:00 p.m.	Work Session – Council Agenda Review
Apr. 17, 2018	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session

**WORK SESSION AGENDA
JANUARY 2, 2018**

- 1. No Work Session Scheduled.**

**STATE OF TENNESSEE
COUNTY OF HAMBLLEN
CORPORATION OF MORRISTOWN
DECEMBER 19, 2017**

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, December 19, 2017, 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.

Jonathon Bewley, Chaplain, Morristown Police Department, led in the invocation and Councilmember Alvis led in the "Pledge of Allegiance".

Councilmember Senter made a motion to approve the December 5, 2017, minutes as circulated. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Bivens made a motion to approve the Memorandum of Understanding between the Tennessee Department of Transportation (TDOT) and the City of Morristown in consideration of the mutual covenants and agreements regarding constructing driveway entrances on State Highways. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Pedigo made a motion to approve the bid from Stringfellow, Inc. for a Public Works Leaf Truck in the amount of \$165,983. Councilmember Garrett seconded the motion and upon roll call; all voted "aye".

Councilmember Alvis made a motion to approve the bid from Public Works Equipment and Supply, Inc. for the following Storm Water Equipment; Stainless Steel Root Cutter in the amount of \$3,600, APX377 Wireless Headset in the amount of \$7,530 and Video Inspection Equipment in the amount of \$16,700. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Senter brought a motion from the Finance Committee that the Council approve a one-time contribution to the City Administrator's ICMA deferred compensation plan, in the amount of \$6,000. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Mayor Chesney adjourned the December 19, 2017, City Council meeting at 5:10 p.m.

MAYOR

ATTEST:

CITY ADMINISTRATOR

DRAFT



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
PROGRAM DEVELOPMENT & ADMINISTRATION DIVISION
LOCAL PROGRAMS DEVELOPMENT OFFICE**

SUITE 600, JAMES K. POLK BUILDING
505 DEADERICK STREET
NASHVILLE, TN 37243-1402
(615) 741-5314

JOHN C. SCHROER
COMMISSIONER

BILL HASLAM
GOVERNOR

December 8, 2017

The Honorable Gary Chesney
Mayor, City of Morristown
100 West First North Street
P.O. Box 1499
Morristown, TN 37816-1499

Re: Maintenance Agreement for Signal on SR-34 Intersection at Commerce Boulevard in Morristown
Morristown, Hamblen County
PIN Number: 121573.00
Federal Project Number: HSIP-34(105)
State Project Number: 32004-3226-94
Agreement Number: 170163

Dear Mayor Chesney:

I am attaching a contract providing for the maintenance of the referenced project. Please review the contract and advise me if it requires any additional explanation. If you find the contract fully satisfactory, please execute it in accordance with all rules, regulations and laws, obtain the signature of the attorney for your agency and return the contract to me. Once we have a fully executed contract, we will return a copy to your office for your files.

If you have any questions or need any additional information, please contact Maria Hunter at (615) 532-3632 or maria.hunter@tn.gov

Sincerely,

Whitney Britt
Transportation Manager

Attachment

AGREEMENT No: 170163
PROJECT IDENTIFICATION No: 121573.00
FEDERAL PROJECT No: HSIP-34(105)
STATE PROJECT No: 32004-3226-94
State of Tennessee Department of Transportation

LOCAL AGENCY PROGRAM AGREEMENT

THIS AGREEMENT, made and entered into this _____ day
of _____, 20____ by and between the STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION, an agency of the State of Tennessee
(hereinafter called the "Department") and the City of Morristown (hereinafter called
the "Agency").

W I T N E S S E I H:

WHEREAS, the Department desires to install a traffic signal within the
jurisdictional limits of the Agency and

WHEREAS, the Agency, in recognition of the benefits to be received from
the installation of said traffic signal desires to cooperate with the Department such
that the traffic signal may be installed, operated and maintained.

NOW THEREFORE, in consideration of these premises, the Department
and the Agency hereby enter into agreement to provide performance of the
project.

SECTION I: The Project to be performed is described as follows:

"Signal on SR-34 Intersection at Commerce Boulevard in
Morristown"

SECTION II: The Agency shall be solely responsible for and pay all costs
associated with maintenance and operation of all electrically operated devices
together with the related equipment, wiring and other necessary appurtenances,
and the Agency shall furnish electrical current to all such devices which may be
installed as part of the project. Additionally, the Agency shall be solely responsible
for and pay all costs associated with the maintenance and operation of solar-
powered devices, including, but not limited to, replacement of solar panels,
batteries, lights and lenses.

SECTION III: The Agency agrees to comply with all applicable federal and
state laws and regulations in the performance of its duties under this contract. The
parties hereby agree that failure of the Agency to comply with this provision shall
constitute a material breach of this agreement and subject the Agency to the
repayment of all state funds expended, or expenses incurred, under this
agreement.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their respective authorized officials on the date first above written.

CITY OF MORRISTOWN

**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

By: _____ Date _____ By: _____ Date _____
Gary Chesney **John C. Schroer**
Mayor **Commissioner**

**APPROVED AS TO
FORM AND LEGALITY**

**APPROVED AS TO
FORM AND LEGALITY**

By: _____ Date _____ By: _____ Date _____
Richard Jessee **John Reinbold**
Attorney **General Counsel**

LICENSE AGREEMENT

THIS AGREEMENT is made this _____ day of _____, 2017 by and among CITY OF MORRISTOWN, TENNESSEE, a municipal corporation, created by the Private Acts of the Tennessee Legislature for 1903, Chapter 103 (“City”); and TUFF TORQ CORPORATION (“Tuff Torq”) a Tennessee corporation authorized to do business in the State of Tennessee.

WHEREAS Tuff Torq has requested permission from the City to enter onto and use City owned property located off of Hunter Road and identified as Parcel 054.038.00 in Morristown, Tennessee, for the purposes of making a test track for lawn mowers.

WITNESSETH

1. The City does hereby agree to grant Tuff Torq a license to enter onto and use the City’s property located off of Hunter Road and identified as Parcel 054.038.00 in Morristown, Tennessee, for the purpose of making a test track for lawn mowers. Tuff Torq intends to use either asphalt or brushed concrete for laying the track.
2. Tuff Torq agrees to hire and compensate a contractor to complete the work and will not assess any costs associated with the work to the City. Tuff Torq further agrees that the terms of this license agreement shall apply to any and all contractors hired to complete the work.
3. Tuff Torq agrees to utilize no more than a half acre of the City’s property for the track.
4. The City agrees to permit Tuff Torq to have access to and use this property for for a period of three (3) years, beginning July 1, 2017. However, in the event that at the expiration of the original three (3) year term this Agreement has not been otherwise terminated, it shall automatically renew on an annual basis for consecutive periods of one (1) year each, barring notice of termination by either party at least sixty (60) days prior to the expiration of the original term or any automatic renewal term. If Tuff Torq relocates from this area and/or no longer needs the use of the track, Tuff Torq agrees to remove the track and return the property to its original condition, or close thereto, at no cost to the City.
5. Tuff Torq agrees to defend, indemnify and hold the City harmless from any and all claims, losses, costs, expenses, or damages arising from the work associated with the making of the track, the activities that occur on the track, and Tuff Torq’s license to enter and be on the City’s property. Furthermore, Tuff Torq agrees to maintain commercial general liability insurance insuring against liability for bodily injury, death or damage to

personal property with combined single limits of one million dollars (\$1,000,000). In addition, Tuff Torq agrees to maintain worker's compensation in statutory amounts, employer's liability insurance with combined single limits of one million dollars (\$1,000,000), automobile liability insurance insuring against claims for bodily injury or property damage with combined single limits of one million dollars (\$1,000,000), and all risk property insurance covering all personal property for full replacement value. The required insurance shall be in place for the duration of this license agreement.

6. Tuff Torq understands that the City's property is used for storm water for the Morristown Airport Industrial District and that maintenance on said property is necessary. Necessary maintenance may require removal of the track. The City of Morristown is not obligated or responsible for the replacement of said track should its removal be necessary for storm water maintenance.

WITNESS our hands the day and year first above written.

CITY OF MORRISTOWN
BY: TONY COX, CITY ADMINISTRATOR

TUFF TORQ CORPORATION
BY: AUTHORIZED OFFICER



Morristown City Council Agenda Item Memo

Date: December 28, 2017

Agenda Item: Fire Vehicle Purchase

Prepared by: Joey Barnard

Subject: Vehicle Purchase – Fire Department

The Morristown Fire Department is seeking approval for the following vehicle purchases through State Wide Contract #209. Funds have been appropriated for these purchases.

Vehicle	Price
One (1) 2018 model 1500 SSV Crew Cab 4X4	\$32,590.58
One (1) 2018 model Durango AWD	\$31,617.06
Total Cost	\$64,207.64



CITY OF MORRISTOWN
PURCHASING DIRECTOR

P.O. Box 1499
Morristown, TN 37815-0647
Phone: (423) 585-4622 Fax: (423) 585-4687

Purchase Order

Fiscal Year 2018

Page 1

THIS NUMBER MUST APPEAR ON ALL INVOICES,
PACKAGES AND SHIPPING PAPERS.

Purchase Order # **18001269-00**

Retain this purchase order for proof of tax exemption.

Tax Exempt #62-6000369

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TT OF COLUMBIA
106 S. JAMES CAMPBELL

COLUMBIA, TN 38401

**S
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City of Morristown
400 Dice Street
aahl@mymorristown.com
Morristown, TN 37813

Vendor Phone Number		Vendor Fax Number	Requisition Number	Delivery Reference/Contact	
877-349-9378 ext 00		865-684-4911	18001384	ASHLEY AHL	
Date Ordered	Vendor Number	Date Required	Interoffice Delivery		Department/Location
12/28/17	006927				41610
Item#	Description/Part No.		Qty/Unit	Cost Each	Extended Price
001	ORIGINAL		1.00	32590.58000	32,590.58
			EACH		
	1500 SSV CREW CAB 4X4 QUOTE #:				
	QWPQ3489-A				
	42240-971		32,590.58		
002			1.00	31617.06000	31,617.06
			EACH		
	DURANGO AWD QUOTE # QWPQ3488-B				
	42210-971		31,617.06		
				PO Total	64,207.64

The City of Morristown is an equal
employment / affirmative action
employer EOE / AA

Authorized Signature

Date

VENDOR COPY

Authorized Signature

Date

[Return to Agenda](#)

December 15, 2017

Fuller Architects
ATTN: Eddie Fuller

Re: City of Morristown Fire Station Four

Mr. Fuller,

Burke-Ailey Construction Co., Inc. would like to submit the following quotation for the revised State Fire Marshal's Office stamped drawings TFM # 19005 – 2017 – 08 – 02 – 01 dated, 09-08-2017.

1. Credit for 1" poly isocyanurate at perimeter of 8" cmu	\$	<2,460.00>
2. Credit for masonry block foam fill		<2,230.00>
3. Add for 2" poly isocyanurate at perimeter of 8" cmu		5,715.00
4. Add for 2" poly isocyanurate at perimeter of 12" cmu		11,220.00
5. Increase the size of the structural angle/lintels for 2" insulation		879.00
6. Add for increased site concrete and grading per revised sheet C-1.0		18,697.00
7. Additional work to achieve UL407 ½ hour ratings of walls including: Drywall, Dampers, Fire Caulking, Rated Doors and Fire Safing		10,350.00
8. Credit for Guardian Fire Suppression System		<1,576.00>
9. Kitchen Hood: Roof Vent RV-4, Duct, Curb, Roof Penetration		2,680.00
10. Landscaping sheet C-1.0 (30 Trees)		6,000.00
11. Sanitary Sewer Extension sheet C-2.0		3,713.00
12. Electrical Primary Conduit for Underground Service sheet C-2.0		8,286.00
13. Credit for Fill Soils used from on site includes redress of topsoil & seed/straw		<12,679.00>
14. Credit for 35 Border trees on West and North Property boundaries		<7,000.00>
Total amount of the Revisions listed above		\$ 41,595.00

If you have any questions or if we can be of further help, please advise.

Respectfully submitted,

Jerry W. Burke
Burke-Ailey Construction Co., Inc.



From the Desk of

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

TO: Councilmembers

RE: APPOINTMENT OF BOARD/COMMISSION MEMBER(S)

DATE: December 29, 2017

Mayor Chesney will make the following appointments at the January 2, 2018, City Council meeting.

Appointment of the 2018 Finance Committee and selection of Chair.

MEMO

To: Mayor and City Council

From: Bill Honeycutt, Fire Chief

Date: December 20, 2017

RE: Entry Level Firefighters

I'm requesting the Mayor and Council to **appoint four (4) candidates to the position of Entry Level Firefighter** at the Council Meeting scheduled for January 2, 2018. Those appointments will come from the current Civil Service Entry Level Roster; a copy of which is part of your Council Meeting packet.

By Civil Service rule, **when appointing four (4) positions; the Council may consider the top nine (9) names.** (Three (3) names can be considered for one (1) vacancy and two (2) additional names for each additional vacancy.)

As you may recall, these vacancies exist due to retirements and resignations occurring within our organization over the last several months, and we purposely decided to not backfill as there wasn't access to an entry level class before now.

We'll encourage the appointees to work out a two week notice at their current place of employment before reporting to the fire department on January 15th. As always, any job offer is dependent upon a successful physical evaluation by our City Physician. Afterward, they'll be assigned to a 40 hour work week as they go through orientation, etc. while preparing for the 14 week recruit class which begins mid-February. This schedule prepares them for graduation from recruit school in mid-May. Until then, the department remains four positions short of approved staffing levels on a day to day basis.

Funding for the four (4) positions, including training expenses, is included in the fire department's current budget.

CIVIL SERVICE BOARD

P. O. Box 1499 • MORRISTOWN, TN 37816

FIRE DEPARTMENT ENTRY-LEVEL ROSTER

Revised on November 10, 2017 to reflect recent **testing**, hiring and/or corrections

RANK	NAME	EXPIRES
1	Ryan Garretson	10/31/18
2	Aaron Adkins	10/31/18
3	Chris Lowe	10/31/18
4	Tillman Strange	10/31/18
5	David Casch	10/31/18
6	Austin Rutherford	10/31/18
7	William Cobble	10/31/18
8	Keith Merritt	10/31/18
9	Robert Smith	10/31/18
10	Wilson Smyth	10/31/18
11	Nathan Johnson	10/31/18
12	Ryan Templin	10/31/18
13	Shawn Kirkpatrick	10/31/18
14	Terry Rose	10/31/18
15	Dakota Orrick	10/31/18
16	Jacob Coffman	10/31/18
17	James Bullen	10/31/18
18	Austin Miller	10/31/18
19	Cody Scheidle	10/31/18

For the Civil Service Board


Lee Parker, Chairman

11-10-2017
Date