

FINANCE COMMITTEE

February 4, 2020

2:30 p.m.

WORK SESSION

February 4, 2020

4:00 p.m.

1. **Agenda Review**

**AGENDA
CITY OF MORRISTOWN, TENNESSEE
CITY COUNCIL MEETING
February 4, 2020
5:00 p.m.**

1. **CALL TO ORDER**

Mayor Gary Chesney

2. **INVOCATION**

Dr. Gary Brewster, Chaplain Morristown Police Department

3. **PLEDGE OF ALLEGIANCE**

4. **ROLL CALL**

5. **APPROVAL OF MINUTES**

1. January 21, 2020

6. **PROCLAMATIONS/PRESENTATIONS**

Presentation of the Government Finance Officers Association Distinguished Budget Presentation Award for the Fiscal Year Beginning July 1, 2019.

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

1. Ordinance No. 3633.01

An Ordinance to Amend Ordinance Number 3633, the City of Morristown, Tennessee Annual Budget for Fiscal Year 2019-2020 for the Brights Pike Bridge Project and the Multi-Modal Access Grant Project.

9. NEW BUSINESS

9-a. Resolutions

1. Resolution No. _____

Resolution of the City of Morristown, Directing Payment of Electric Tax Equivalent.

2. Resolution No. _____

Resolution of the City of Morristown, Directing Payment of Wastewater Tax Equivalent.

9-b. Introduction and First Reading of Ordinances

9-c. Awarding of Bids/Contracts

1. Approval of the Request for Proposal submitted by Great Southern Recreation for the delivery of a new shelter to be installed at Civic Park in the amount of \$29,125.00 and to reject the bid for repairs to the Shuck Shelter due to the dollar amount exceeding appropriated funds.

2. Approval of Change Order No. 2 for Morristown Airport Industrial District Injection Well project with Bewley Construction increasing \$25,244.48 for a final total contract of \$162,817.52.

3. Approval for the Public Works Department Equipment Shop to declare inventory items as surplus and to sell items via GovDeals, an online auction website.

4. Approval for the Purchase of Furniture for the new Public Works Facility through OMNIA Partners Cooperative Purchasing Agreement not to exceed \$111,714.62 (Purchase Order #20001687).

5. Approval to Apply for Volkswagen Community Grant for the Parks & Recreation Department.

9-d. Board/Commission Appointments

1. Mayor appointment or re-appointment to the Morristown-Hamblen Housing Authority for a term to expire on February 15, 2025; term expiring Susie Washington.

2. Mayor appointment or re-appointment to the Morristown Regional Planning Commission for a term to expire March 1, 2024; term expiring Bill Thompson.
3. Mayor appointment or re-appointment to the Morristown Regional Planning Commission for a term to expire March 1, 2024; term expiring Sylvia Hinsley

9-e. New Issues

1. Confirmation of Disciplinary Action Police Department

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:

February 18, 2020	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
February 18, 2020	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
March 3, 2020	Tuesday	2:30 p.m.	Finance Committee Meeting
March 3, 2020	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
March 3, 2020	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
March 17, 2020	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
March 17, 2020	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
April 7, 2020	Tuesday	2:30 p.m.	Finance Committee Meeting
April 7, 2020	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
April 7, 2020	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
April 10, 2020	Friday		City Employee's Holiday – Good Friday
April 21, 2020	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
April 21, 2020	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
May 5, 2020	Tuesday	2:30 p.m.	Finance Committee Meeting
May 5, 2020	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
May 5, 2020	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
May 19, 2020	Tuesday	4:00 p.m.	Work Session – Council Agenda Review
May 19, 2020	Tuesday	5:00 p.m.	Regular City Council Meeting with Work Session
May 25, 2020	Monday		City Employee's Holiday – Memorial Day

**WORK SESSION AGENDA
February 4, 2020**

1. Stormwater

**STATE OF TENNESSEE
COUNTY OF HAMBLLEN
CORPORATION OF MORRISTOWN
January 21, 2020**

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, January 21, 2020, with the Honorable Mayor Gary Chesney presiding and the following Councilmembers present; Al A'Hearn, Chris Bivens, Bob Garrett, Tommy Pedigo, Kay Senter and Ken Smith.

Reverend Ryan Croft, Chaplain, Morristown Fire Department led in the invocation. Councilmember Al A'Hearn led the "Pledge of Allegiance".

Councilmember Smith made a motion to approve the January 7, 2020 minutes as circulated. Councilmember A'Hearn seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to approve Resolution No. 09-20. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Resolution No. 09-20

A Resolution to Authorize Cooperative Purchasing Agreements for the Use and Benefit of all City Departments.

Councilmember Smith made a motion to approve Resolution No. 10-20. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Resolution No. 10-20

Authorizing the Application for the 2020 Federally Funded Home Grant for Housing Rehabilitation for Low Income Households.

Councilmember Pedigo made a motion to approve Ordinance 3633.01 on first reading and schedule a public hearing relative to final passage of said Ordinance. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

An Ordinance to Amend Ordinance Number 3633, the City of Morristown, Tennessee Annual Budget for Fiscal Year 2019-2020 for the Brights Pike Bridge Project and the Multi-Modal Access Grant Project

Councilmember A'Hearn made a motion to approve the contract with Michael Baker International, Inc. in the amount of \$122,000 to provide Professional Services for the Multi-Modal Access Grant – Sidewalk Improvements Project. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Councilmember A'Hearn made a motion to approve the contract with LDA Engineering in the amount of \$148,500 to provide Design and Bidding Services for the replacement of the bridge over Spring Creek at Brights Pike. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Councilmember Smith made a motion to approve the Omnia Partners Master Intergovernmental Cooperative Purchasing Agreement. Councilmember A'Hearn seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to approve the Promotion of Rob Croxdale to Captain for the Morristown Fire Department. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Bivens made a motion to approve the Promotion of Jonathan Benefield and Doyle Whitmill to Lieutenant for the Morristown Fire Department. Councilmember Senter seconded the motion and upon roll call; all voted "aye".

Councilmember Smith made a motion to approve the Promotion of Steven Keller and Jeramy Shope to Driver for the Morristown Fire Department. Councilmember A'Hearn seconded the motion and upon roll call; all voted "aye".

Councilmember Smith made a motion to approve the Promotion of Carlos Martinez, Andrew Copsey, Derek Hurst and Andrew Ruthven as Entry Level Firefighters for the Morristown Fire Department. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Mayor Chesney opened the floor for members of the audience to speak subject to the guidelines provided. The following spoke: Nigel Reid, Chasin Reid

Mayor Chesney on behalf of the City Council acknowledged Crossroads Downtown Partnership Executive Director Barbara Garrow upon her retirement and expressed appreciation for her work, leadership and success in the progress of the downtown programs.

Mayor Gary Chesney adjourned the January 21, 2020 Morristown City Council meeting at 5:29 p.m.

Mayor

Attest:

City Administrator



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Morristown
Tennessee**

For the Fiscal Year Beginning

July 1, 2019

Christopher P. Morill

Executive Director



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

FOR IMMEDIATE RELEASE

January 14, 2020

For more information, contact:

Technical Services Center
Phone: (312) 977-9700
Fax: (312) 977-4806
E-mail: budgetawards@gfoa.org

(Chicago, Illinois)--Government Finance Officers Association is pleased to announce that **City of Morristown, Tennessee**, has received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for having achieved the award. This has been presented to **Anthony Cox, City Administrator**.

There are over 1,600 participants in the Budget Awards Program. The most recent Budget Award recipients, along with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 20,500 members and the communities they serve.

APPROPRIATION ORDINANCE

Ordinance Number: **3633.01**

TO AMEND ORDINANCE NUMBER 3633, THE CITY OF MORRISTOWN, TENNESSEE ANNUAL BUDGET FOR FISCAL YEAR 2019-2020 AND TO APPROPRIATE ADDITIONAL FUNDS TOTALING \$175,500; NECESSARY FOR THE COSTS OF ENGINEERING RELATING TO THE BRIGHTS PIKE BRIDGE PROJECT. (THIS BRIDGE WAS CHOSEN THROUGH THE IMPROVE ACT / HIGH PRIORITY BRIDGE REPLACEMENT PROGRAM ADMINISTERED THROUGH TENNESSEE DEPARTMENT OF TRANSPORTATION); AND THE COSTS FOR ENGINEERING RELATING TO THE MULTI-MODAL ACCESS GRANT PROJECT.

Be it ordained by the Council of the City of Morristown Tennessee that Ordinance Number 3633 identifying the revenue and expenditure accounts of the City of Morristown contained in the annual budget for the fiscal year 2019-2020 is hereby amended and funds are herewith appropriated or adjusted as presented.

FUND	DEPARTMENT	CODE	ACCOUNT DESCRIPTION	RESERVES		EXPENDITURES	
				Increase	Decrease	Increase	Decrease
General (#110)	Fund Balance	110-27100	Unassigned Fund Balance		\$ 149,850		
General (#110)	Revenue	110-41800-399	ST of TN TDOT - Streets	\$25,650			
General (#110)	Engineering	110-41800-399	Other Contracted Services			\$ 148,500	
General (#110)	Public Works Sidewalks	110-43180-399	Other Contracted Services			\$ 27,000	
			Totals	\$ 25,650	\$ 149,850	\$ 175,500	\$ -

PASSED ON FIRST READING THIS 21st Day of January 2020

ATTEST: _____

Mayor
City Administrator

PASSED ON SECOND READING THIS 4th Day of February 2020

ATTEST: _____

Mayor
City Administrator

RESOLUTION NO. _____

**RESOLUTION OF THE CITY OF MORRISTOWN, DIRECTING PAYMENT OF
ELECTRIC TAX EQUIVALENT.**

WHEREAS, Chapter 84, Public Acts of 1987, Tennessee Code Annotated, empowers the City Council to be paid revenues in lieu of taxes by the Morristown Utility Commission; and

WHEREAS, these bodies will consult regarding the amount of tax equivalents to be paid to taxing jurisdictions in the service areas of the electric system; and

WHEREAS, necessary data have been supplied by The Morristown Utility Commission and calculations of tax equivalents payable have been made in accordance with the provisions of Chapter 84, Public Acts of 1987, the TVA Power Contract with the City of Morristown and other relevant contracts between the taxing jurisdictions;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Morristown, Tennessee that the Morristown utility Commission is hereby directed to pay the following amount of tax equivalents to the respective taxing jurisdictions for the fiscal year beginning July 1, 2019 and ending June 30, 2020.

Jurisdiction	Amount
City of Morristown	\$1,436,996.41
Hamblen County	<u>\$ 417,192.51</u>
Total In-Lieu Tax Payable	\$1,854,188.92

Adopted this the 4th day of February 2020.

MAYOR

ATTEST:

CITY ADMINISTRATOR

MORRISTOWN UTILITIES COMMISSION

433 W. 1st North St.

P.O. Box 667

Morristown, Tennessee 37814

Phone: (423) 586-4121 Fax: (423) 587-6590

www.musfiber.net

January 30, 2020

Mr. Tony Cox
City of Morristown Administrator
P. O. Box 1499
Morristown, TN 37815

Dear Sir,

Please let this letter serve as a request to place the enclosed resolution regarding tax equivalent payments for fiscal 2020 on the next available City Council meeting agenda. Copies of the resolution passed January 23, 2019 by the Utility Board of Commissioners as well as a proposed resolution for the City are enclosed.

The tax equivalent amounts for the upcoming year are based on fiscal 2019 revenues and plant additions. The formulas and methods of calculation are those set forth by the State of Tennessee. TVA auditors have audited all calculations.

If there are any questions, feel free to contact me at the numbers listed on the letterhead.

Sincerely,



Clark Rucker
Assistant General Manager

RESOLUTION 2020-01-03

DIRECTING PAYMENT OF TAX EQUIVALENT

WHEREAS, Chapter 84, Public Acts of 1987, Tennessee Code Annotated, empowers the City Council to be paid revenues in lieu of taxes by The Morristown Utility Commission; and

WHEREAS, these bodies will consult regarding the amounts of tax equivalents to be paid to taxing jurisdictions in the service areas of the electric system; and

WHEREAS, necessary data has been supplied by The Morristown Utility Commission and calculations of tax equivalents payable have been made in accordance with the provisions of Chapter 84, Public acts of 1987, the TVA Power Contract with the City of Morristown and other relevant contracts between the taxing jurisdictions;

NOW, THEREFORE, BE IT RESOLVED, by The Morristown Utility Commission that the Morristown Utility Commission hereby agrees to pay the following amounts of tax equivalents to the respective taxing jurisdictions for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Jurisdiction	Amount
City of Morristown	\$1,436,996.41
Hamblen County	<u>\$ 417,192.51</u>
Total In-Lieu Tax Payable	<u>\$1,854,188.92</u>

PASSED this 23rd day of January, 2020.


George B. McGuffin, Chairman


Harold L. Nichols, Secretary

RESOLUTION NO. _____
A RESOLUTION OF THE CITY OF MORRISTOWN, DIRECTING
PAYMENT OF WASTEWATER TAX EQUIVALENT.

BE IT RESOLVED by the Morristown Utility Commission that the Morristown Utility Commission hereby agrees to pay the following amount of wastewater tax equivalents to the City of Morristown for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

Total In-Lieu Tax Payable	\$756,145.00
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Adopted this the 4th day of February, 2020.

MAYOR

ATTEST:

CITY ADMINISTRATOR

MORRISTOWN UTILITIES COMMISSION

433 W. 1st North St.

P.O. Box 667

Morristown, Tennessee 37814

Phone: (423) 586-4121 Fax: (423) 587-6590

www.musfiber.net

January 30, 2020

Mr. Tony Cox
City of Morristown Administrator
P. O. Box 1499
Morristown, TN 37815

Dear Sir,

Please let this letter serve as a request to place the enclosed resolution regarding wastewater tax equivalent payments for fiscal 2020 on the next available City Council meeting agenda. Copies of the resolution passed January 23, 2020 by the Utility Board of Commissioners as well as a proposed resolution for the City are enclosed.

The tax equivalent amounts for the upcoming year are based on fiscal 2019 plant assets. The formulas and methods of calculation are those set forth by the State of Tennessee.

If there are any questions, feel free to contact me at the numbers listed on the letterhead.

Sincerely,



Clark Rucker
Assistant General Manager

RESOLUTION 2020-01-04

**DIRECTING PAYMENT OF TAX EQUIVALENT
WASTEWATER**

BE IT RESOLVED by The Morristown Utility Commission that the Morristown Utility Commission hereby agrees to pay the following amount of wastewater tax equivalents to the City of Morristown for the fiscal year beginning July 1, 2019 and ending June 30, 2020:

FY 2019 In-Lieu Tax Payable

\$ 756,154.00

PASSED this 23rd day of January, 2020.


George B. McGuffin, Chairman


Harold L. Nichols, Secretary



Morristown City Council Agenda Item Summary

Date: January 27, 2020

Agenda Item: Approval of Request for Proposal – Shelter Project

Prepared by: Joey Barnard, Assistant City Administrator

Subject: Parks and Recreation Shelter Project

Background/History: The City of Morristown recently sought Request for Proposals (RFP) from qualified professionals for the purchase and installation of park shelters. The RFP specified two separate shelter projects; one for the purchase of a new shelter to be installed by Parks and Recreation staff at Civic Park and the second for repairs to the existing Shuck shelter located at Frank Lorino Park.

Findings/Current Activity: The Request for Proposal was advertised in the *Citizen Tribune* on December 17, 2020 and on December 19, 2020. Additionally, the Request for Proposal was posted to the City of Morristown's website and through Vendor Registry, an on-line facilitation website. The submission deadline was 2:00 PM on Thursday, January 16, 2020. We received two (2) responses.

Financial Impact: Funds have been appropriated in the 2019-20 fiscal year budget.

Action options/Recommendations: It is staffs' recommendation to approve the Request for Proposal submitted by Great Southern Recreation for the delivery of a new shelter in the amount of \$29,125.00 and to reject the repairs to Shuck Shelter due to the dollar amount exceeding appropriated funds.

Attachments: Bid Tabulation.

City of Morristown
Request for Proposal
Parks and Recreation Shelter Project
Thursday, January 16, 2020; 2:00 P.M.

Bidder	New 24x30 Shelter	Repairs to Shuck Shelter	Total Price
Great Southern Recreation	\$ 29,125.00	\$ 62,630.00	\$ 91,755.00
PlayCore Wisconsin DBA Gametime	\$ 30,012.16	NO BID	\$ 30,012.16

CHANGE ORDER

No. **2 (FINAL)**

DATE OF ISSUANCE	January 15, 2020	EFFECTIVE DATE	January 15, 2020
OWNER	City of Morristown		
CONTRACTOR	Bewley Excavation		
Contract:	City of Morristown – Injection Well Repair – Lot 22 MAID		
Project:	Injection Well Repair – Lot 22 MAID		
OWNER's Contract No.		ENGINEER's Contract No.	MRC722
ENGINEER	LDA Engineering		

You are directed to make the following changes in the Contract Documents.

Description: Quantity adjustment

Reason for Change Order: Adjustment of quantities to close-out project.

Attachments: (List documents supporting change) Final Summary of Bid Items

CHANGE IN CONTRACT PRICE:
Original Contract Price
\$ 159,415.00
Net Increase (decrease) from previous Change Orders No. 0 to No. 1
\$ 0.00
Contract Price prior to this Change Order
\$ 188,062.00
Net Increase (decrease) of this Change Order
\$ 25,244.48
Contract Price with all approved Change Orders
\$ 162,817.52

CHANGE IN CONTRACT TIMES:
Original Contract Times:
Substantial Completion: 90
Ready for final payment: 120
(days or dates)
Net changes from previous Change Orders No. 1 to No. 2:
Substantial Completion: 0
Ready for final payment: 0
(days)
Contract Times prior to this Change Order
Substantial Completion: 105
Ready for final payment: 120
(days or dates)
Net Increase (decrease) of this Change Order
Substantial Completion: 15
Ready for final payment: 15
(days)
Contract Times with all approved Change Orders
Substantial Completion: 105
Ready for final payment: 135
(days or dates)

RECOMMENDED:

BY: 

ENGINEER (Authorized

Signature) DATE: 1-15-2020

APPROVED:

BY:

OWNER (Authorized Signature)

DATE:

ACCEPTED:

BY:

CONTRACTOR (Authorized Signature)

DATE:

MRC816

00640 - 1

EJCDC No.1910-8-B (1996 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specification.

[Return to Agenda](#)

City of Morristown, Tennessee
Infection Well Repair - Lot 22 MAID

FINAL SUMMARY OF BID ITEMS

Item	Description	Items Bid				Items Installed		Overrun or (Underrun)	
		Unit	Qty	Unit Price	Total Cost	Qty.	Total Cost	Qty	Total Cost
1	Clearing & Grubbing	LS	1	\$ 15,000.00	\$ 15,000.00	1	\$ 15,000.00	0.00	\$0.00
2	Excavation	CY	2100	\$ 18.00	\$ 37,800.00	2100	\$ 37,800.00	0.00	\$0.00
3	Concrete Removal	LS	1	\$ 2,500.00	\$ 2,500.00	1	\$ 2,500.00	0.00	\$0.00
4	Mineral Aggregate Base	TON	330	\$ 26.00	\$ 8,580.00	301.73	\$ 7,844.98	(28.27)	(\$735.02)
5	No. 8 Stone	TON	275	\$ 26.00	\$ 7,150.00	226.09	\$ 5,878.34	(48.91)	(\$1,271.66)
6	No. 5 Stone	TON	500	\$ 26.00	\$ 13,000.00	344.09	\$ 8,946.34	(155.91)	(\$4,053.66)
7	Surge Stone	TON	1100	\$ 30.00	\$ 33,000.00	870.33	\$ 26,109.90	(229.67)	(\$6,890.10)
8	Geofabric	SY	3000	\$ 3.50	\$ 10,500.00	4000	\$ 14,000.00	1000.00	\$3,500.00
9	Geogrid	SY	600	\$ 4.00	\$ 2,400.00	300	\$ 1,200.00	(300.00)	(\$1,200.00)
10	12" HDPE Pipe	LF	35	\$ 35.00	\$ 1,225.00	37	\$ 1,295.00	2.00	\$70.00
11	36" Perforated RCP	LF	40	\$ 200.00	\$ 8,000.00	28	\$ 5,600.00	(12.00)	(\$2,400.00)
12	Rip-Rap	Ton	120	\$ 28.00	\$ 3,360.00	104.22	\$ 2,918.16	(15.78)	(\$441.84)
13	Erosion Control	LS	1	\$ 2,500.00	\$ 2,500.00	1	\$ 2,500.00	0.00	\$0.00
14	Seeding, Final Clean-up	LS	1	\$ 6,500.00	\$ 6,500.00	1	\$ 6,500.00	0.00	\$0.00
15	Miscellaneous Concrete	CY	10	\$ 165.00	\$ 1,650.00	4.5	\$ 742.50	(5.50)	(\$907.50)
16	Miscellaneous Stone	TON	50	\$ 25.00	\$ 1,250.00	0	\$ -	(50.00)	(\$1,250.00)
17	Rock Excavation	LS	50	\$ 100.00	\$ 5,000.00	0	\$ -	(50.00)	(\$5,000.00)
18	Excavation for New Dropout	CY	580	\$ 18.00	\$ 10,440.00	580	\$ 10,440.00	0.00	\$0.00
19	No. 57 Stone for New Dropout	Ton	382	\$ 26.00	\$ 9,932.00	181.05	\$ 4,707.30	(200.95)	(\$5,224.70)
20	Geofabric for New Dropout	SY	650	\$ 4.00	\$ 2,600.00	650	\$ 2,600.00	0.00	\$0.00
21	Geogrid for New Dropout	SY	650	\$ 3.50	\$ 2,275.00	650	\$ 2,275.00	0.00	\$0.00
22	Seeding and Cleanup for New Dropout	LS	1	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00	0.00	\$0.00
23	Additional Cost to Change from 36" RCP to 48" Manhole	LS	1	\$ 1,400.00	\$ 1,400.00	1.4	\$ 1,960.00	0.40	\$560.00
		Total		\$ 188,062.00		\$ 162,817.52		(\$25,244.48)	



Morristown City Council Agenda Item Summary

Date: January 27, 2020

Agenda Item: Surplus Inventory

Prepared by: Joey Barnard

Subject: Approval to declare inventory items as surplus

Background/History: In preparation to move to the new Public Works Facility, the Fleet Maintenance located at the existing Public Works has accumulated several items in inventory that have become obsolete and wish to declare these items as surplus. All items have been categorized and separated into lots accordingly. This is the first lot of inventory items to surplus. Council will see additional items as Fleet Maintenance continues to prepare for the impending move. It is the department's goal to begin listing these items on GovDeals, an online auction website, in hopes of completing this task prior to moving to the new facility. An advertisement will be issued in the local newspaper and posted to the City's website notifying the public of the sale.

Financial Impact: It is the goal to acquire the maximum dollar amount in the most efficient manner regarding time and the needs of the department.

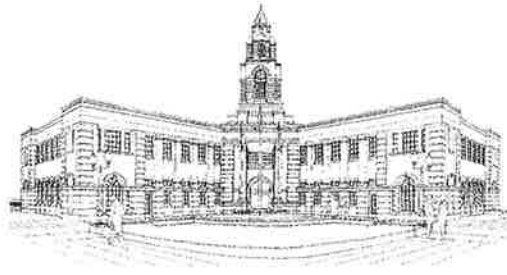
Action options/Recommendations: The City of Morristown is seeking approval for the Equipment Shop to declare inventory items as surplus and to sell these items via GovDeals, an online auction website.

Attachments: Inventory List.

City of Morristown Surplus Inventory List

Lot	Item Description
Box #001	Miscellaneous J.D. parts, o-rings, seal kits
Box #002	Miscellaneous J.D. line gaskets, seals, pins, snap rings etc.
Box #003	Cat basket, miscellaneous o-rings, gaskets, seals, axle nuts & washers
Box #004	GM seat belt
Box #005	Miscellaneous Ford gaskets, seals, & o-rings
Box #006	Miscellaneous Ford & Bendix connectors, filters, bushings, etc..
Box #007	Miscellaneous rocker arms, switches, points, snap rings, etc..
Box #008	Ford Muffler
Box #009	Miscellaneous blower wheels, horn relay, flashers, window switches, etc.
Box #010	Miscellaneous micro switches & Bendit parts
Box #011	Heater Core
Box #012	Blower Motor
Box #013	International cup holder
Box #014	Heater Motor
Box #015	Miscellaneous fuel pumps
Box #016	Ford Regulator
Box #017	Miscellaneous red & amber turn signals, tail lights, stop lights, etc.
Box #018	Miscellaneous backup lights, marker lights & tail lights
Box #019	Miscellaneous brake lights, lens, pigtails, thermostat & fuel pump
Box #020	Red stop lights, markers, lens, & pigtails
Box #021	Tractor, marker, & tail lights
Box #022	Marker lights, lens, turn signal
Box #023	Brake lights, tail lights, marker lights, brackets, etc.
Box #024	Stop, marker, turn, rackets, & lens
Box #025	Miscellaneous Motorcraft & Ford parts
Box #026	Grate light boxes, case window latches, seals, lights, lens
Box #027	Caterpillar gaskets, pulleys, filters, lights, brackets, door seals etc.
Box #028	Caterpillar parts, covers, & lights
Box #029	Miscellaneous Ford parts, multi-function switches, gaskets, lights, etc.
Box #030	J.D. pulley, cables, pins, shackles, bolts, butts, & washers
Box #031	J.D. parts, lights, & lens
Box #032	Miscellaneous parts, belt tensioner, pins, gaskets, wiper blades
Box #033	Miscellaneous Bendix valves & seal kits
Box #034	Miscellaneous valve kits
Box #035	Miscellaneous valve kits
Box #036	Parke valves & brake switches
Box #037 - #038	21 quarts - Kendall Motor Oil
Box #039	Spicer u-joints, tie rod ends, cylinders, marker lights
Box #040	AC Clutch, King pin busing set, wiper motor, seals, & cylinders
Box #041 - #046	Miscellaneous seals & bearings
Box #047	International parts, relays, switches, belts, valves, sensors, & wiper arms
Box #048	Miscellaneous belts, hangers, mirrors, filters, switches, Bendix parts
Box #049	Miscellaneous Ford parts, air lines, pig tails, door hinges, fuel sender, ect.
Box #050	Ford Muffler
Box #051	Tie rod end assembly

Box #052	Black filing cabinet
Box #053	Miscellaneous hoses, emergency brake, switches, regulator, JD seat cushion
Box #054	Miscellaneous lights & bulbs
Box #055	Miscellaneous handles, latches, hinges, etc.
Box #056	Miscellaneous control arms, solenoid, plugs, oil filters etc.
Box #057	Seals, bearing, & races
Box #058	Miscellaneous Ford tail lights, muffler, throttle controls,
Box #059	Miscellaneous ballast, o-rings, solenoid, etc.
Box #060 - #062	Miscellaneous alternators & starters
Box #063	Miscellaneous pig tails, block heater, seat belts, fittings, lights
Box #064	Miscellaneous pressure switches, relays, solenoids, etc.
Box #065	Miscellaneous Ford door rest cushions, mirror brackets, exhaust clamps, etc.
Box #066	Miscellaneous Ford cable kits & parts
Box #067	Miscellaneous seals, bearings, fuel filter covers, u-joints, etc.
Box #068	Block heater, clamps, wiper motor, hood latch
Box #069	Cat filters, grid heater, o-rings, seals & gaskets
Box #070	Miscellaneous amber lights, seals, bearings, AC dryer, hub caps
Box #071	Compressor, tow hooks, wire, etc.
Box #072	Miscellaneous screws, lights, epoxy gun, fluid master, seals, etc.
Box #073	Leak detector kit
Box #074	Electronic Ignition Tester
Box #075	Ford break out box
Box #076	Cummins E-check diagnostics system
Box #077	Miscellaneous lights , air lines, cable hooks, plastic fittings, etc.
Box #078	Miscellaneous lawn mower wheels, ball valves, air flow sensor, etc.
Box #079	Insector Purge System
Box #080 - #085	69 cans - United 70 Grease Gun in a can
Box #086	12 cans - moisture barrier & electrical lubricant
Box #087	Miscellaneous spray paint - green, white, red, & blue
Box #088	Open gear molly lubricant, belt conditioner, battery cleaner
Box #089	3 paint cans
Box #090	Blue pancake dash light, tank plate, crank seal, valve seals, etc.
Box #091	12 - GO master fuel treatment
Box #092 - #094	65 - Fuel power concentrate
Box #095	Diesel fuel additive
Box #096	Fuel treatment, horns, brackets, door latches, etc.
Box #097	Miscellaneous Ford parts, switches, gaskets, coils, etc.
Box #098	Air horn bracket, wiper motor, mirror, harness, hub caps
Box #099	Spot lights, lens, handles, filters, gaskets, door lock latches, etc.
Box#100 - #102	Western snow plow lights
Box #103	Miscellaneous filters, spotlight parts, gauges, PS cup resivor, etc.
Box #104	Meritor parts, cylinders, gasket set
Box #105	Platform water seal kit
Box #106	Air lines, fuel pump, radiator tank, fuel lines, etc.
Box #107	Spotlight handle, heim joints, regulator, seals, rotating light covers, etc.



Morristown City Council Agenda Item Summary

Date: January 28, 2020

Agenda Item: Furniture and Fixtures for the New Public Works Facility

Prepared by: Joey Barnard

Subject: Purchase of Furniture and Fixtures for the New Public Works Facility

Background/History: The Public Works and Purchasing Department have been working for several months on the needs for furniture and fixtures at the new Public Works Facility. Furniture will be purchased from Commercial Environments via National Intergovernmental Purchasing Alliance Company (NIPA) d/b/a OMNIA Partners, Public Sector; a cooperative purchasing entity. Benefits of utilizing a cooperative contract include time and expense savings and the quality of goods and service. Procurement requirements are being fulfilled. Research has been done and comparisons have been made with local companies to ensure that we are receiving competitive pricing and service through the cooperative contract. The project and lead time for delivery and installation is falling into place with our timeline to transition to the new facility. Through this process we will be able to furnish the new Public Works facility from start to finish including installation.

Financial Impact: Funds have been appropriated in the 19-20 budget not to exceed \$111,714.62.

Action options/Recommendations: The City of Morristown is seeking approval for the purchase of furniture for the new Public Works Facility via OMNIA Partners cooperative purchasing agreement.

Attachments: Purchase Order



CITY OF MORRISTOWN
PURCHASING DIRECTOR

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

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Vendor Phone Number 865-671-9700		Vendor Fax Number		Requisition Number 20001902		Delivery Reference/Contact ASHLEY AHL	
Date Ordered 01/29/20		Vendor Number 008505		Date Required		Interoffice Delivery	
						Department/Location 41610	
Item#	Description/Part No.	Qty/Unit	Cost Each	Extended Price			
001	<p>ORIGINAL</p> <p>PUBLIC WORKS NEW FACILITY - FURNITURE VIA OMNIA COOPERATIVE CONTRACT PER PROPOSAL # 11555 NOT TO EXCEED \$111,714.62</p> <p>ITEM PART# AND DESCRIPTION: 5223.UP Freelance, Four-Leg Chair w/ Casters, Upholstered Seat & Back, Armless LF2472HT Flip-N-Go, 72"W x 24"D Rectangular, HPL T-Mold Edge 8945BL Scoot Presentation Cart, Black 971 Inflex, Plastic Seat & Back, Side Chair, Glides, Armless 971.S2 Inflex, Plastic Seat & Back, Bar Stool, Armless 1033.BK1.B.S2.AR6 Novo, Midback, Extended Stool Kit, Mesh Back, Basic, Multi-Adj Arms 74K2424SSQL DOCK, MEETING TABLE, SOFT SQUARE, LAMINATE 74K2019CFX DOCK, TABLE BASE, X, BLADE, FIXED, PAINT K56MSPAG1 JOYA, SIDE, MESH</p>	1.00 EACH	111714.62000	111,714.62			

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Item#	Description/Part No.					Qty/Unit	Cost Each		Extended Price
	BACK, ARMS, UPH SEAT, GLIDES, QTY1								
	53K3640BCOSSFL								
	PRIORITY, BOOKCASE, FRSTDG, OPEN, STR								
	SHELF, LAMINATE								
	53K7819SOHML								
	PRIORITY, OVHD, HNGD, WALL MT, LAMINATE								
	DOOR, LAMINATE								
	53K7219SOHML								
	PRIORITY, OVHD, HINGED, WALL								
	MOUNT, LAMINATE DOORS, LAMINATE								
	KAC7222TBKW								
	ACCESSORIES -CG, TACKBOARD, WALL MOUNT								
	53K2442WSSFBL								
	PRIORITY, SURFACE, RECT, FRT-BK								
	GRN, LAMINATE								
	53K2448WSSFBL								
	PRIORITY, SURFACE, RECT, FRT-BK								
	GRN, LAMINATE								
	53KE2415PUFFL								
	PRIORITY, PEDESTAL, UNDERSURFACE, FF, LA								
	MINATE								
	KAC7822TBKW								
	ACCESSORIES -CG, TACKBOARD, WALL MOUNT								
	53KE3066DLFBL1								
	PRIORITY, DESK, SINGLE								
	PEDESTAL, RECTANGLE, LEFT, LAMINATE, BBF								
	KCCG044 NONGSA CSGDS, LOCK								
	CORE-SLVR, SLVR RD KEY, KEY 044								
	KCCG009 NONGSA CSGDS, LOCK								
	CORE-SLVR, SLVR RD KEY, KEY 009								

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Date Ordered 01/29/20		Vendor Number 008505		Date Required		Interoffice Delivery		Department/Location 41610	
Item#	Description/Part No.				Qty/Unit	Cost Each		Extended Price	
	K56MSPAG1 JOYA, SIDE, MESH BACK, ARMS, UPH SEAT, GLIDES, QTY1 5224.UP Freelance, Four-Leg Chair w/ Casters, Upholstered Seat & Back, Arms 74K3828TBX DOCK, TABLE BASE, X, TUBULAR, FIXED, PAINT 74K42RDL DOCK, MEETING TABLE, ROUND, LAMINATE KCCG018 NONGSA CSGDS, LOCK CORE-SLVR, SLVR RD KEY, KEY 018 53K3060WSSL PRIORITY, SURFACE, RECTANGULAR, LAMINAT E 53K3066WSSL PRIORITY, SURFACE, RECT, LAMINATE KAC8422TBKW ACCESSORIES-CG, TACKBOARD, WALL MOUNT 53K3028STL PRIORITY, END PANEL, T-LEG, LAM KCCG016 NONGSA CSGDS, LOCK CORE-SLVR, SLVR RD KEY, KEY 016 K56MSPAG3 JOYA, SIDE, MESH BACK, ARMS, UPH SEAT, GLIDES, QTY3 45WIBF1 XSEDE, WORKSURFACE, FLAT BRACKET 53K8419SOHML PRIORITY, OVHD, HNGD, WALL MT, LAMINATE DOOR, LAMINATE 53K1128SSL PRIORITY, SUPPORT								

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	PANEL, LAM 53K3084WBSL PRIORITY, SURFACE, BENCHING, RECTANGULAR, LAMINATE KCCG017 NONGSA CSGDS, LOCK CORE-SLVR, SLVR RD KEY, KEY 017 53KE3015PUFFL PRIORITY, PEDESTAL, UNDERSURFACE, FF, LAMINATE 53KE3015PUBBFL PRIORITY, PEDESTAL, UNDERSURFACE, BBF, LAMINATE KCEB2PDUPS ELECTRICAL, MHO, PLUG-IN POWER/USB CENTER, SILVER 74K2428RL DOCK, RECTANGULAR ACCESS BASE, HPL 74K48144RTL DOCK, TABLE TOP, RECTANGULAR, LAMINATE 48X144 AL Mercado Alliance Chair, 25"W x 31"D x 39"-42"H 53KE3072DRFBL1 PRIORITY, DESK, SINGLE PED, RECT, RH, LAMINATE, BBF KCCG028 NONGSA CSGDS, LOCK CORE-SLVR, SLVR RD KEY, KEY 028 KAC7222TBKW ACCESSORIES-CG, TACKBOARD, WALL MOUNT 53K7219SOHML PRIORITY, OVHD, HINGED, WALL MOUNT, LAMINATE DOORS, LAMINATE								

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Interoffice Delivery							
Item#	Description/Part No.	Qty/Unit	Cost Each	Extended Price			
	53K42RDL PRIORITY, SURFACE, ROUND, LAMINATE 53K3640BCOSSFL PRIORITY, BOOKCASE, FRSTDG, OPEN, STR SHELF, LAMINATE 53K24108WSSL PRIORITY, SURFACE, RECT, LAMINATE 53KE2436LFM2L PRIORITY, LATERAL FILE, 2 DRAWER, UNDERSURFACE, LAMINATE 53KE2415PUFFL PRIORITY, PEDESTAL, UNDERSURFACE, FF, LA MINATE 53K2448WSSFBL PRIORITY, SURFACE, RECT, FRT-BK GRN, LAMINATE CBS2716CYL CONF SOL, 16DIAX27H, CYLINDER BASE, LAMINATE N55AA ADMIRE, GUEST CHAIR, FULLY UPHOLSTERED BACK, ARMS SS2448WSSLL3 FOOTPRINT, 24DX48W, SURF, 1 3/16, STR, LAM(TFL), WIRE MGR PF IF5823M FOOTPRINT, 58WX23H, SUPPORT, MODESTY PANEL, METAL KSCD130 NONGSA UNIV, LOCK CORE-BLK, BLK HNGD KEY, KEY 130 33WBSA NARRATE, WORKSURFACE BRKT, EDGE IBF1 FOOTPRINT, SURFACE, FLAT						

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Item#	Description/Part No.	Qty/Unit	Cost Each	Extended Price			
	BRACKET IF1227WSP FOOTPRINT, 12DX27H, SUPPORT PANEL, METAL SS3060WSSLL2 FOOTPRINT, 30DX60W, SURF, 1 3/16, STR, LAM (TFL), DBL RIM PF KSCD131 NONGSA UNIV, LOCK CORE-BLK, BLK HNGD KEY, KEY 131 IF3027F FOOTPRINT, 30DX27H, SUPPORT, END PANEL, METAL 33P48XOHBKIT NARRATE, 48 OVHD BRKT KIT, FLAT/BEVEL PF 96P35FCTPP XSITE2019, 5 HIGH, 3-WAY, T CONNECTOR, PAINT/PAINT K56MSPAG1 JOYA, SIDE, MESH BACK, ARMS, UPH SEAT, GLIDES, QTY1 36P3HTCP XSITE, 3 HIGH, HI-LO, CONNECTOR-TO-PANEL, PAINT IS144816RP FOOTPRINT, 14DX48WX16H, STORAGE, RCDN DOOR, PAINT, BEVEL PF 93P425FP NARRATE2019, 5 HIGH, FRAME, POWERED 12S2415PUBBFM FOOTPRINT, 24DX15WX27H, STOR, PEDESTAL, BBF, FLAT PROFILE, PAINT SS3060WSSLL2 FOOTPRINT, 30DX60W, SURF, 1						

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	3/16, STR, LAM (TFL), DBL RIM PF 33P542ITSTA NARRATE, 2 HIGH, TILE, FAB, SUPPORT TRAXX, FIRE RATED TILE 93P5ETCP NARRATE2019, 5 HIGH, END TRIM, PAINT 33P305ITSTA NARRATE, 5 HIGH, TILE, FAB, SUPPORT TRAXX, FIRE RATED TILE 33P54TCP NARRATE, TOP CAP, PAINT 33PER4D8S NARRATE, RCPT, CKT 4, DESIGNATED, 8WIRE 33P543ITSTA NARRATE, 3 HIGH, TILE, FAB, SUPPORT TRAXX, FIRE RATED TILE 93P60PST NARRATE2019, PANEL MOUNTED SUPPORT TRAXX 33P602ITSTA NARRATE, 2 HIGH, TILE, FAB, SUPPORT TRAXX, FIRE RATED TILE 33P603ITSTA NARRATE, 3 HIGH, TILE, FAB, SUPPORT TRAXX, FIRE RATED TILE 33P242ITSTA NARRATE, 2 HIGH, TILE, FAB, SUPPORT TRAXX, FIRE RATED TILE 93P305FN NARRATE2019, 5 HIGH, FRAME, NON-POWERED 33P24TCP NARRATE, TOP CAP, PAINT 93P2ETCP NARRATE2019, 2 HIGH, END						

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Item#	Description/Part No.			Qty/Unit	Cost Each	Extended Price	
	TRIM, PAINT						
	93P42MFS NARRATE2019, MID-FRAME						
	SUPPORT						
	33PEPE4B8 NARRATE, 4 FT PWR						
	ENTRY, FLOOR/WALL, 8 WIRE						
	33P60TCP NARRATE, TOP CAP, PAINT						
	93P242FN NARRATE2019, 2						
	HIGH, FRAME, NON-POWERED						
	93P242FP NARRATE2019, 2						
	HIGH, FRAME, POWERED						
	93P24PST NARRA						
	43110-399			111,714.62			
					PO Total	111,714.62	

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City of Morristown

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FINANCE OFFICE

Memorandum

To: City Council

From: Joey Barnard, Assistant City Administrator

Date: January 28, 2020

RE: Volkswagen Community Grant Program

The City of Morristown is requesting approval to apply for the Volkswagen Community Grant. This grant is limited to government and non-profit organizations in East Tennessee and will fund projects addressing Environmental Education, Water Quality, or Outdoor Recreation. The Parks and Recreation department will fall within the requirements of outdoor recreation for the support of trail development/enhancement. This grant is currently 100% funded but gives preference for applicants that provide and document local match. The grant funds are capped at \$50,000.00.

Application to be made to fund contractual services for design/development provided by a trail specialist for the construction of multi-use trail for Frank Lorino Park.


Morristown Police Department

ROGER OVERHOLT
Chief of Police



MEMORANDUM

To: Mayor Gary Chesney
City Council

From: Chief Roger D. Overholt 

Date: January 29, 2020

Re: Employee Disciplinary Action

I am requesting confirmation of the disciplinary action of a police officer. I am making this request based upon the recommendation of the officer's supervisors as part of the progressive discipline process. The officer would receive two days (24 hours) suspension.

The action is the result of a violation of the department's code of conduct policy. Please see the attached communication provided to the officer.

Thank you.

RDO/ll