

City Meeting
Of
April 21, 2020

Mayor Reasoner called the meeting of the Mayor and Board of Aldermen to order at 7:04 p.m., Tuesday, April 21, 2020. The meeting was held at City Hall.

Invocation

Mayor Reasoner offered invocation. Alderman Rider led the pledge of allegiance.

Mayor Reasoner stated the Board of Mayor and Alderman for the City of Ridgetop, Tennessee, has determined that meeting electronically is necessary to protect public health, safety and welfare of Tennesseans and the citizens of Ridgetop in light of the coronavirus and that pursuant to Executive Order No. 16, issued by Governor Lee for State of Tennessee on the 20th day of March 2020, the Board of Mayor and Alderman is conducting its meeting electronically having giving clear notice of the meeting agenda and how the public can access the meeting electronically at a time and location reasonably accessible to all members of the public.

Roll Call

Present: Mayor Reasoner, Vice Mayor Johnson, Alderman Deweese, Alderman Rider, Alderman Johnson, Kelly Rider, City Recorder, Attorney Russell Freeman

Also in Attendance: Dudney Fox, Matt Dill and Pat Hickey

Absent:

Mayor Reasoner stated the March 17, 2020 meeting was not held due to Coronavirus.

Approval of Minutes

The minutes of February 18, 2019 were presented for approval or corrections.

Motion made by: Alderman Johnson

Second: Alderman Rider

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Johnson...yes

Alderman Rider...yes

Alderman Deweese...yes

Motion Carried.

Commissioners & Department Reports

Utilities:

Mayor Reasoner gave the utility report.

Alderman Johnson reported Matt has been working to program all gas meters electronically within the ITRON system and this month he was able to scan all meters with the exception of those without an ERT head.

Matt Dill stated the gas department has about 60 old meters without ERT heads, many are in the business district.

Finance:

Vice Mayor Johnson would like to schedule two workshops in May. Vice Mayor Johnson stated he would like to discuss the budget and get the budget narrowed down. He stated hopefully by the end of May things will be closer to normal and data that we receive from the state and TML will be more exact on revenue sharing. We will also be applying for some grants that could help to offset a portion of that revenue.

Park:

Alderman Johnson reported the house is virtually finished. There are two or three odds jobs to be completed by the contractor.

Alderman Johnson stated he was going to get someone to look at the pavilion at Bobby Robb Park. The pavilion is leaning.

Alderman Johnson stated he is going to speak with park board about reducing the size of the playground at Bobby Robb Park. The mulch and timbers estimated were around \$13,000. He stated the playground is a huge area and a lot of the area is empty. He stated the merry-go-round probably should be removed due maintenance and repair issues. He stated we would retain the merry-go-round for historical sake. It was possibly the first piece of playground equipment the city ever purchased.

Streets:

Mayor Reasoner stated they are looking at streets that need to be paved.

Fire:

Alderman Deweese gave the fire report. All fire department training is suspended due to COVID-19.

Alderman Deweese reported the American Red Cross blood drive was today at the fire hall. Mayor Reasoner stated there was a good turnout.

Planning and Zoning:

Alderman Rider stated there was no new business to report.

Business Reports:

City Recorder:

Kelly Rider reported penalty and interest was not applied to past due gas and sewer accounts for the months of March and April.

Kelly Rider reported cut offs were not done in March or April as well. It is to be determined if cut offs will happen in May.

Kelly Rider reported there have been multiple positive comments received on the new city sign.

Attorney Freeman:

Attorney Russell Freeman reported the Assistant District Attorney made the last order for destruction of evidence for items that was in the evidence room. He stated once the items have been disposed of an affidavit for destruction will need to be filed by Mayor Reasoner.

Mayor Comments:

Mayor Reasoner thanked all those responsible for helping to arrange files and getting destruction orders for drugs and evidence in the past months: Jannet Beasley, Kelly Rider, Mike Deweese, Mark Johnson, Russell Freeman and McCaw Johnson.

Mayor Reasoner also thanked Dan Seeback, Matt Dill, McCaw Johnson and Mike Deweese for cleaning up offices for the Sheriff's department to move in. He extended a Big thanks to Joe Summar for painting the entire building in preparation for the Sheriff's department.

Mayor Reasoner reported the Sheriff's Department took control of the South Precinct on April 17, 2020.

Alderman Deweese stated he believed Mayor Reasoner had left himself out and thanked him for his work as well.

Old Business:

Resolution 20-01, Resolution Authorizing Mayor to terminate a purchase option agreement for certain real property located at 7205 Greer Road, Identified as Map 140 Parcel 79.00

Mayor Reasoner made the motion to accept Resolution 20-01, Resolution Authorizing Mayor to terminate a purchase option agreement for certain real property located at 7205 Greer Road, Identified as Map 140 Parcel 79.00. Alderman Johnson seconded.

Mayor Reasoner...yes

Vice Mayor Johnson...yes
Alderman Deweese...yes
Alderman Rider...yes
Alderman Johnson...yes

Motion Carried.

New Business:

Ordinance 2020-102, Adopting Annual Budget (and tax rate) for fiscal year beginning July 1, 2020 through June 30, 2021

Alderman Johnson made the motion to accept Ordinance 2020-102, An Ordinance adopting Annual Budget (and tax rate) for fiscal year beginning July 1, 2020 through June 30, 2021. Vice Mayor Johnson seconded.

Mayor Reasoner...yes
Vice Mayor Johnson...yes
Alderman Rider...yes
Alderman Johnson...yes
Alderman Deweese...yes

Motion Carried.

Request by James Fultz for consideration of Annexation of Map 133 Parcel 25.00

Mayor Reasoner made the motion to consider the annexation of James Fultz property Map 133 Parcel 25.00. Alderman Rider seconded.

Mayor Reasoner...yes
Alderman Deweese...yes
Alderman Rider...yes
Alderman Johnson...yes
Vice Mayor Johnson...yes

Motion Carried.

Website Update

Vice Mayor Johnson made the motion to update the city website at the cost of \$2,579.20. Alderman Johnson seconded.

Alderman Deweese...yes
Alderman Johnson...yes
Alderman Rider...yes
Mayor Reasoner...yes
Vice Mayor Johnson...yes

Motion Carried.

Woodruff Ave Sewer Extension

Dudney Fox gave details for the Woodruff Ave Sewer Extension Project.

Alderman Johnson made the motion to approve the Woodruff Ave extension in the planning and bidding phase to move the project forward.

Vice Mayor Johnson seconded.

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Johnson...yes

Alderman Deweese...yes

Alderman Rider...yes

Motion Carried.

Approve Sewer Design Contract with Dudney Fox

Alderman Johnson made the motion to approve sewer design contract with Fox PE and Dudney Fox specifically. Vice Mayor Johnson seconded.

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Johnson...yes

Alderman Deweese...yes

Alderman Rider...yes

Motion Carried.

Approve to bid Sewer System Maintenance project

Alderman Johnson made the motion to approve Dudney Fox to move forward with bid proposal for maintenance program for our sewer system.

Alderman Johnson...yes

Vice Mayor Johnson...yes

Alderman Deweese...yes

Alderman Rider...yes

Mayor Reasoner...yes

Motion Carried.

Corrective Action Plan

Alderman Johnson made a motion to add Corrective Action Sewer Plan to the agenda. Vice Mayor Johnson seconded.

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Johnson...yes

Alderman Deweese...yes

Alderman Rider...yes

Motion Carried.

Alderman Johnson made the motion to approve the Corrective Action Sewer Plan for submittal to Metro. Mayor Reasoner seconded.

Alderman Johnson...yes

Alderman Deweese...yes

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Rider...yes

Motion Carried.

Click Tight Sewer Product

Alderman Johnson reported Matt brought an Orenco click tight products for review. This product creates a one pipe solution for cable connection and reduces the risk of electrical failure. Alderman Johnson stated this product is something Matt would like to consider adopting for our system and there will not be any additional cost when using this product. Alderman Johnson would like to update this list of required materials to install a system and include this item.

Mayor Reasoner made the motion to add an item out of order. Alderman Rider seconded.

Mayor Reasoner...yes

Alderman Johnson...yes

Alderman Deweese...yes

Vice Mayor Johnson...yes

Alderman Rider...yes

Motion Carried.

Pat Hickey Gas Inspection Update

Pat Hickey reported over the last month and a half he has been pretty busy. Mr. Hickey reported he has updated the Operations & Maintenance plan updated. This was reviewed as part of the inspection and signed off on along with the Emergency Operations Manual. He stated as previously reported after the review of our system there was some issues. We have been through a pretty detailed inspection of valves, pressure testing, excess flow valves, operator qualification protocol. He stated for the most part there were no surprises. There were three violations. The first, not adequately documenting pressure testing of service lines, there has been a plan of action established and he believed it was very liberal from the state's standpoint. The initial discussion would be to go out and excavate each service and pressure test it, but the state has agreed to allow us to bump up the pressure to a higher pressure and do a leak survey of those service lines and we will be good. He believes that will work out very well. The second, failure to maintain critical valves. Matt Dill attested to him and Dan Seebach had done all of the non-critical valves and someone else was taking care of the critical valves. However, there is no documentation of the work being done. The correction for this is they will go ahead and complete the critical valve maintenance. This will take a day to day and a half and will clear this violation. The third, excess flow valves, these valves are required on all new service installations and designed if they service line is hit by a contractor or someone and there is a sudden flow through this valve, and it will automatically shut. Since 2012 they have been required on all new installations. There are

inadequate records of those being installed. One option is to dig these services up and verify they are there. With Matt's assistance in knowing they have been installed in certain instances and some review of other records such as inventory records they are going to allow us to sample 21% of the service line where there is no record. This is to basically take the service connection loose, open the valve and let the gas blow out and the valve should shut off. Upon completion, document and submit report to state and that will close that violation.

Pat Hickey stated the state was very happy with the direction things are going. He reported they looked at some of the work and record keeping that Matt Dill is doing and was very satisfied with this.

Pat Hickey stated he believed Mayor Reasoner had an opportunity to talk with the Assistant Director of TPUC today and from their viewpoint Ridgetop was all square with the Tennessee Public Utility Commission.

Re-Appoint Park Board Member

Alderman Johnson made the motion to re-appoint Kristen Harrison to the park board. Mayor Reasoner seconded.

Alderman Johnson...yes

Alderman Deweese...yes

Alderman Rider...yes

Vice Mayor Johnson...yes

Mayor Reasoner...yes

Motion Carried.

Approve Engagement letter for Audit Services with Crosslin

Alderman Johnson made the motion to approve audit services with Crosslin Accountants in the amount of \$13,000. Vice Mayor Johnson seconded.

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Johnson...yes

Alderman Deweese...yes

Alderman Rider...yes

Motion Carried.

Advertise for utility employee

Alderman Johnson made the motion to advertise for a utility employee. Alderman Rider seconded.

Mayor Reasoner...yes
Vice Mayor Johnson...yes
Alderman Deweese...yes
Alderman Rider...yes
Alderman Johnson...yes

Motion Carried.

Bid Advertisement for seeding and straw property @ 1003 B Highland Ave

Alderman Johnson made the motion to advertise for seeding and straw property @ 1003 B Highland Ave. Alderman Deweese seconded.

Mayor Reasoner...yes
Vice Mayor Johnson...yes
Alderman Deweese...yes
Alderman Rider...yes
Alderman Johnson...yes

Motion Carried.

Bid Advertisement for grass mowing

Vice Mayor Johnson made the motion to advertise for grass mowing for both city parks, city hall and city shop. Alderman Rider seconded.

Alderman Deweese...yes
Alderman Rider...yes
Alderman Johnson...yes
Mayor Reasoner...yes
Vice Mayor Johnson...yes

Motion Carried.

Bid Advertisement for utility building

Vice Mayor Johnson made the motion to advertise for a 50 x 60 utility building with a 30 x 50 shed. Alderman Johnson seconded.

Mayor Reasoner...yes
Vice Mayor Johnson...yes
Alderman Deweese...yes
Alderman Rider...yes
Alderman Johnson...yes

Motion Carried.

Workshop

Alderman Johnson made the motion to schedule a workshop for May 18, 2020 at 6:00 p.m.

Mayor Reasoner seconded.

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Deweese...yes

Alderman Rider...yes

Alderman Johnson...yes

Motion Carried.

*Resolution 20-02, A Resolution establishing the Governor's Local
Government Support Grants*

Mayor Reasoner made the motion to add Resolution 20-02, A Resolution establishing the Governor's Local Government Support Grant. Alderman Johnson seconded.

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Deweese...yes

Alderman Rider...yes

Alderman Johnson...yes

Mayor Reasoner made the motion to accept Resolution 20-02, A Resolution establishing the Governor's Local Government Support Grants which provides that the local governments may request as amended to exclude attached exhibits. Vice Mayor Johnson seconded.

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Deweese...yes

Alderman Johnson...yes

Alderman Rider...yes

Motion Carried.

There being no further business to come before the board, Alderman Johnson moved for adjournment. Alderman Rider seconded.

Alderman Johnson...yes

Alderman Deweese...yes

Mayor Reasoner...yes

Vice Mayor Johnson...yes

Alderman Rider...yes

Motion Carried.

Mayor Reasoner

Kelly Rider, City Recorder