

**Norris City Council
Regular Meeting**

**December 11, 2023
6:00 p.m.**

Minutes

The regular meeting of the City Council of Norris Tennessee convened December 11, 2023 at 6:00 pm.

The following council members were present: Bill Grieve, Will Grinder, Mayor Chris Mitchell, Chuck Nicholson and Loretta Painter.

Also, present were Charles Adam Ledford, City Manager and Sandy Johnson, City Recorder and representatives of the press from Courier News and the Norris Bulletin.

Meeting was called to order by Mayor Mitchell.

APPROVAL OF AGENDA – Mr. Ledford explained that several items under Old Business were tabled from the November meeting and suggested those items be placed back on the agenda as voting items. Those items are Ordinance #662 and #663; Resolution #12-2023 and #13-2023. Councilmember Grinder made a motion to accept these items be placed back on the agenda and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

HEAR FROM THE PUBLIC – Amberly Crowe from Andersonville Volunteer Fire Department addressed the public to clarify that their department is not part of the door-to-door solicitation that goes on in Norris for the Anderson County Rescue Squad. Andersonville Volunteer Fire/Rescue Squad receives no funds from that solicitor.

Ean McQuay, a resident, voiced concerns regarding speeding vehicles on East Norris and damages to his property from cars running off the road. Mr. Ledford, City Manager and Mr. Poole, Police Chief agreed to meet with Mr. McQuay to discuss the issue. Several other residents spoke in regards to speeding in Norris as well.

George Miceli stated he wanted to invent a new award called "Salt of the Earth Award" and cited Police Chief Mike Poole as its recipient. During the Winter Festival Chief Poole responded immediately to a locked breaker box power need of the 75th Anniversary Celebration Booth. Miceli stated Poole's overt helpfulness has always been one of his hallmarks and is much appreciated.

MINUTES

APPROVAL OF THE NOVEMBER 13, 2023 REGULAR MEETING MINUTES – Councilmember Nicholson made a motion to edit the minutes under Ordinance #662 by correcting the word “advise to advice” and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

APPROVAL OF THE NOVEMBER 13, 2023 PUBLIC HEARING MEETING MINUTES – Councilmember Nicholson made a motion to edit the minutes under “Hear from the Public” by spelling out “Crisis Intervention Training (CIT)” and on page 3 under Consideration and Review of Beny Carden Memorial by adding replacing “Reservoir Road with Reservoir Hill”. Councilmember Painter made a motion to approve the edits and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

APPROVAL OF THE NOVEMBER 20, 2023 SPECIAL CALLED MEETING MINUTES – Councilmember Painter made a motion to edit the minutes under New Business by changing “Councilmember Grinder seconded to Councilmember Grieve seconded”. Councilmember Painter made a motion to accept the edit and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

OLD BUSINESS

SAFE ROUTES TO SCHOOL - Mr. Ledford reported according to Mr. Whited, the state is still in review of the changes in the State's Environmental Impact and that he didn't anticipate a response until early 2024.

SIA SAWMILL ROAD PROJECT- Mr. Ledford stated he reached out to the contractor that has been hired to do the assessment to properties and has not received any information on the scheduled date, but he has passed along some information to him for that process. Mayor Mitchell stated he would like to be included in the discussion.

UPDATE ON FACILITIES CONDITION – SETTING A FACILITIES MEETING – Council agreed to leave this item on the agenda and schedule a meeting date at the January 2024 City Council meeting.

CAPITAL OUTLAY NOTE – Mayor Mitchell stated he wants to leave this on the agenda until it is needed.

Second Reading of Ordinance #644, entitled, “An Ordinance of the City of Norris, Tennessee, Amending Title 18, Water and Sewer, by Creating Section 18-125, Test Fire Hydrants, and Section 18-126, Leak Adjustment Policy”– Councilmember Nicholson made a motion to approve the ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Second Reading of Ordinance #662, entitled, “An Ordinance of the City of Norris, Tennessee, to Amend Title 15 Motor Vehicles, Traffic and Parking, Chapter 6 Parking.” – Councilmember Grinder made a motion to approve the ordinance and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

First Reading of Ordinance #663, entitled, “An Ordinance of the City of Norris, Tennessee, To Repeal and Replace Title 9, Chapter 1, Peddlers, Solicitors, ETC– Councilmember Grinder made a motion to approve the ordinance on first reading and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Second Reading of Ordinance #664, entitled, “An Ordinance of the City of Norris, Tennessee, to Amend Chapter 18, Water and Sewer, By Creating Section 18-125, Test Fire Hydrants, and Section 18-126, Leak Adjustment Policy and Amending Ordinance 633, An Ordinance to Adopt a Fee Schedule for the Norris Municipal Code, Title 18, Utilities and Services, Schedule of Charges for Water and Sewer Services by Adding Bulk Rates” – Councilmember Grieve made a motion to approve the ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Grieve amended the first reading of ordinance by adding the bulk rate of \$4.72 per one thousand gallons and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Nicholson made a motion to approve the amendment and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Second Reading of Ordinance #665, entitled, “An Ordinance of the City of Norris, Tennessee to Amend Title 2, Chapter 3, Tree Commission to Authorize the Hosting of Events and the Collection of Donations” – Councilmember Nicholson made a motion to approve the ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Second Reading of Ordinance #667, entitled, “An Ordinance of the City of Norris, Tennessee to Amend Title 2, Chapter 5, Animal Shelter Commission to Authorize the Collection of Donations and the Utilization of Appropriated Funds” – Councilmember Grinder amended the ordinance by

adding the same language that is incorporated in the other ordinances related to “Hosting of Events” and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Grinder made a motion to approve the amendment and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Second Reading of Ordinance #668, entitled, “An Ordinance of the City of Norris, Tennessee to Amend Title 20, Chapter 1, Watershed Department to Authorize the Hosting of Events and the Collection of Donations” – Councilmember Grieve made a motion to approve ordinance and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Nicholson amended the ordinance by adding “formally known as the Watershed Commission” in Section 1:20-102 and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Grinder made a motion to approve the amended ordinance and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Second Reading of Ordinance #669, entitled, “An Ordinance of the City of Norris, Tennessee to Amend Title 20, Chapter 3, Norris Archives to Authorize the Digital Storage of Archived Materials, the Collection of Donations, and the Utilization of Appropriated Funds” – Councilmember Grieve made a motion to approve ordinance and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Painter made a motion to amend the motion by adding the same language that is incorporated in the other ordinances related to “Hosting of Events” and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Grinder made a motion to approve the amendment and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Review and Consideration of Awarding Bids for Oak Road Park Pavilion Project – Mr. Ledford gave a brief explanation on how the opening of the bid process works and this process was following accordingly. Councilmember Nicholson made a motion to approve and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Resolution #12-2023, entitled, “A Resolution Authorizing the Mayor and City Manager to Enter into an Agreement with Thomas R. Hicks Construction for the Oak Road Park Pavilion Project” Councilmember Grinder made a motion to approve the bid of \$41,900.00 and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Review and Consideration of Awarding Bids for Police & Fire Roof Replacement Project - Mr. Ledford gave a brief explanation on how the opening of the bid process works and this process was following accordingly. Councilmember Painter made a motion to approve and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Consideration of Resolution #13-2023, entitled, “A Resolution Authorizing the Mayor and City Manager to Enter into an Agreement with Thomas R. Hicks Construction for the Police and Fire Roof Replacement Project”. Councilmember Grinder made a motion to approve the bid of \$69,500.00 and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Review and Consideration of Awarding Bids for Law Enforcement Side-by-Side - Councilmember Grieve made a motion to approve the bid to Tommy’s Motorsports of \$28,568.00 and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Discussion and Possible Going Out for Bids on Equipment Purchases/Leases for Multiple Department Needs - Councilmember Grieve made a motion to approve going out for bids and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Discussion on Storm Sewer System – After a brief discussion, Council suggested the City Manager create an appropriate job description for Council to review at the January 2024 council meeting.

NEW BUSINESS

Consideration of the First Reading of Ordinance #670, entitled, “An Ordinance Authorizing the Vacation of Alley and Street Easements Within Parcel 043-022.05, City of Norris, Anderson County, Tennessee” – Councilmember Painter made a motion to approve the ordinance on first reading and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Consideration of the First Reading of Ordinance #671, entitled, “An Ordinance of the City of Norris, Tennessee, Amending the Annual Budget for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024” – Councilmember Grieve made a motion to approve the ordinance on first reading and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Public hearings are scheduled for January 8, 2024 at 5:30 p.m. for the above Ordinances #670 and 671.

DEPARTMENT AND COMMISSIONS REPORTS

CITY MANAGER’S REPORT – A copy of the report as presented is attached as “Exhibit A”

POLICE DEPARTMENT – A copy of the report as presented is attached as “Exhibit B”

FIRE DEPARTMENT – A copy of the report as presented is attached as “Exhibit C”

NORRIS WATER COMMISSION (NWC) – A copy of the report as presented is attached as “Exhibit D”

PUBLIC WORKS - A copy of the report as presented is attached as “Exhibit E”

BILLS PAYABLE – Mr. Ledford reported he would have numbers ready from the auditors to roll over balances on the perpetual funds.

MINUTES AND REPORTS (BOARDS AND COMMISSIONS)

RECREATION COMMISSION – Mr. Ledford stated he had talked with Mr. Whited and they are still working on plans for the Creamery Park and should know something within the next month or so, and Mr. Whited will update at a later date. Councilmember Nicholson reported he had spoken to Briann and they were grateful for the great turn out they had for the Norris Winter Festival. He also wanted to remind everyone of the upcoming event, Norris Shines.

WATERSHED BOARD – Joe Feeman reported they expect to have timer sales ready by early next year.

TREE COMMISSION – Councilmember Nicholson stated there is nothing to report. He reported Spencer Boardman is retiring from the commission after 6 years but will remain involved in other city projects. Council and audience thanked Spencer for his service and dedication in the community.

ANIMAL SHELTER COMMISSION – No report.

COMMUNITY DEVELOPMENT – Councilmember Grinder reported at their December 28, 2023 meeting they plan to discuss the transfer of Concerts on the Commons and duties to the newly designated Bailey Whited, Recreation Director.

LITTLE THEATRE – May Boardman reported they have a meeting this coming Thursday night, they are still working on auditions for the 75th Anniversary play in June.

PLANNING/BZA – Mayor Mitchell reported there was a discussion at the last planning meeting to identify the city needs from the city’s perspective that we can be proud of. He encouraged others to help look at the long-term plan document that describes the zoning for that area. There is a concern of the type of businesses Norris would like to attract and the type of culture the city needs. Loy Johnson stated it would be helpful for the Community Development Board to attend the next Planning meeting to help brainstorm some ideas.

ARCHIVES – Joe Feeman reported they have the new computer up and ready to go and they are still trying to find some way to back up the thumb drive. Alex helped get the hard drive out and the new computer set up.

Mr. Ledford reported boards and commissions must hold an election at their January 2024 meetings to elect board chairs, vice-chairs and secretaries. Mr. Ledford advised the board chairs to incorporate this process in their January agendas.

For a full list of board vacancies, please contact the city office at 865-494-7645.

Councilmember Grinder made a motion to schedule public hearings on Monday, January 8, 2024 at 5:30 p.m. and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.” The following ordinances are: Ordinance #663, entitled, “An Ordinance of the City of Norris, Tennessee, To Repeal and Replace Title 9, Chapter 1, Peddlers, Solicitors, ETC”; Ordinance #670, entitled, “An Ordinance Authorizing the Vacation of Alley and Street Easements Within Parcel 043-022.05, City of Norris, Anderson County, Tennessee”; and Ordinance #671, entitled, “An Ordinance of the City of Norris, Tennessee, Amending the Annual Budget for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024”. Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

ADJOURNMENT

Councilmember Grieve made a motion to adjourn at 7:52 p.m. Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Sandy Johnson, City Recorder

APPROVED BY CITY COUNCIL

January 8, 2023

Chris Mitchell, Mayor