

**Norris City Council
Regular Meeting**

**April 8, 2024
6:00 p.m.**

Minutes

The regular meeting of the City Council of Norris Tennessee convened April 8, 2024 at 6:00 pm.

The following Councilmembers were present: Bill Grieve, Mayor Chris Mitchell, Chuck Nicholson and Loretta Painter. Councilmember Will Grinder was absent.

Also, present were Charles Adam Ledford, City Manager, Bailey Whited, Assistant 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

Mayor Mitchell motioned to move items # N and O from New Business up before approval of the minutes and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

HEAR FROM THE PUBLIC

Al Fletcher, resident, stated he is still working on a memorial for Barbara Fletcher and once he finalizes everything he will bring back to council.

Ms. Kim Butler, wife of State Representative Ed Butler, invited citizens to attend the Norris town hall meeting at 10:00 a.m. on Saturday, April 13, 2024 at the Community Building and encouraged everyone to attend.

Ms. Savannah Meade, Allies for Substance Abuse Prevention (ASAP) of Anderson County Prevention Coordinator, introduced herself as the new liaison and contact person for ASAP.

ITEMS MOVED UP FROM NEW BUSINESS

Consideration of Resolution #8-2024, entitled, "A Resolution Approving the Norris Parks and Recreation Master Plan."

Representatives of Community Development Partners including Evan Sanders and Andreas Guevara-Nadeau updated council regarding the need to approve the plan in order to officially apply for a grant for the recreation master plan. Mr. Whited gave a brief presentation and overview of the plans. Councilmember Nicholson moved to approve the resolution and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of Resolution #7-2024, entitled, "A Resolution Approving an Agreement Between the City of Norris and Cannon & Cannon Inc for Engineering Services of the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the Tennessee Department of Environment and Conservation American Rescue Plan Act Competitive Project"

Representatives of Canon and Canon including Jacob Blocker, Will Littlejohn and Evan Sanders gave a brief update on the process for engineering services which includes Mayor Mitchell to sign a contract for those services. Councilmember Nicholson moved to approve the resolution and for Mayor Mitchell to and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

MINUTES

APPROVAL OF THE MARCH 11, 2024 REGULAR MEETING MINUTES

Councilmember Grieve moved to approve once a few suggested changes were made, Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

APPROVAL OF THE MARCH 11, 2024 PUBLIC HEARING MINUTES

Councilmember Grieve moved to approve once a few suggested changes were made, Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

OLD BUSINESS

SAFE ROUTES TO SCHOOL

Mr. Whited gave an update on the ongoing project and reported they are still undergoing the NEPA (Environmental) reevaluation process. The reevaluation was submitted in September of last year with an expected return time of approximately six (6) months. Additionally, Mr. Whited has been coordinating the extension with TDOT, and although the deadline has passed, we have been assured that we will still receive the extension. After a brief discussion, council is still unsure it will be completed within the allotted time. The project includes new sidewalks, crosswalk and signage and ADA compliant. Councilmember Nicholson asked what would it cost the city to rip out the existing sidewalk and meet ADA compliant, and include the signage. Mayor Mitchell asked what would we eliminate if we did it ourselves. Mayor Mitchell tasked Councilmember Nicholson to reach out and try to get on the next school board agenda and present this as an impact to the trees. Mr. Wilkerson, Water Superintendent, stated there was a concrete box underneath the road there and he agreed he would reach out to TN One Call and have them come out and locate it and mark it off. He also stated the stormwater drains would need to be located.

SIA SAWMILL ROAD PROJECT

Mr. Ledford reported Lee Butler with Butler Appraisal Group, is the new appraiser for this project. He came by the office to introduce himself and conducted reviews of the property. He stated the appraisal would take approximately two to three months to complete and we could expect to see proposals go out within the next six months. Their goal of proposals should be completed by the end of 2024. He also stated a comment period regarding potentially impacted streams is currently open as well.

Update on Facilities Condition – Setting a Facilities Meeting

Mr. Ledford reported Public Works Department has been working on the list that was provided from the inspection and according to Kerry Hevel, Public Works Director, their list is approximately 75% completed.

Capital Outlay Note

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

Discussion on Storm Sewer System – Fee Structure and Budget

Mr. Ledford provided lists of revenue and expenditures related to the potential storm sewer system. He discussed the potential fees for residents of \$3.00 per month. Commercial properties are expected to see a fee relative to square footage. We are presenting \$25,000.00 in capital outlay, that would be used to make our first payment against the State Revolving Fund (SFR) loan. Our primary goal of mapping the project being within the first twelve (12) to twenty-four (24) months. Our main focus is the mapping aspect of the project. We built a revenue budget of \$37,000.00 and Expenditures of \$36,005.00, which leaves approximately \$1000.00 in reserves. Mr. Ledford stated there are several key factors to having a storm sewer system such as safer roads, avoid flooding issues, erosion managements, infrastructure repairs, improvements and reduced instances of inflow and infiltration into the wastewater system.

Second Reading of Ordinance #673, 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 Painter moved to approve the ordinance and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

NEW BUSINESS

Consideration of Awarding Bid and Approving Resolution #6-2024, entitled, "A Resolution Approving an Agreement Between the City of Norris and Chris Frith for Sound Services of Norris Little Theatre 75th Anniversary Theater Production"

Councilmember Grieve moved to approve the resolution and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of First Reading of Ordinance #674, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 1, WATERSHED DEPARTMENT TO ORGANIZE QUORUM AND ANNUAL REPORT"

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of First Reading of Ordinance #675, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 5, ANIMAL SHELTER COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of First Reading of Ordinance #676, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 3, NORRIS ARCHIVES TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of First Reading of Ordinance #677, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 2, COMMUNITY DEVELOPMENT BOARD TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of First Reading of Ordinance #678, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 7, NORRIS LITTLE THEATRE BOARD TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of First Reading of Ordinance #679, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 1, RECREATION COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of First Reading of Ordinance #680, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 3, TREE COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting "Aye."

Consideration of First Reading of Ordinance #681, entitled, “An Ordinance to Amend the Norris Municipal Code to Adopt the Most Recent Edition of the International Building Code”

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Consideration of First Reading of Ordinance #682, entitled, “An Ordinance to Amend the Norris Municipal Code to Adopt the Most Recent Edition of the International Plumbing Code”

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Consideration of First Reading of Ordinance #683, entitled, “An Ordinance to Amend the Norris Municipal Code to Adopt the Most Recent Edition of the International Residential Code”

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Consideration of First Reading of Ordinance #684, entitled, “An Ordinance to Amend the Norris Municipal Code to Adopt the Most Recent Edition of the International Mechanical Code”

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Consideration of First Reading of Ordinance #685, entitled, “An Ordinance to Amend the Norris Municipal Code to Adopt the 2018 Edition of the International Energy Conservation Code”

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Consideration of the First Reading of Ordinance #686, entitled, “An Ordinance of the City of Norris, Tennessee, to Amend Title 17, Refuse and Trash Disposal, Chapter 1: Refuse, Section 17-107, Refuse Collection Fees”

Councilmember Grieve moved to approve the first reading of ordinance and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Councilmember Painter moved to schedule public hearings for the above Ordinances #674-686 on May 13, 2024 at 5:00 p.m. and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Consideration of Installing a Fence at Oak Road Park

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

Consideration of Mayoral Appointments to Boards and Commissions

Mayor Mitchell nominated Michael Lyons to serve on the Tree Commission and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

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 – No report.

MINUTES AND REPORTS (BOARDS AND COMMISSIONS)

WATERSHED BOARD – Councilmember Grieve reported students from UT’s Wildlife Society Chapter helped with the preparation of the burns. The burns were conducted and completed by the TN Division of Forestry. They are now working on removal of trees that were left over from the timber sale.

TREE COMMISSION – Councilmember Nicholson reported the school board purchased replacement trees for the Norris Middle School and they had approximately 18 people volunteer to help plant those trees and clean up the Commons.

ANIMAL SHELTER COMMISSION – No report.

COMMUNITY DEVELOPMENT – No report.

LITTLE THEATRE – Councilmember Painter reported the 75th Anniversary play begins this weekend at the Museum of Appalachia and they excited and looking forward to it.

PLANNING/BZA – No report.

ARCHIVES – Councilmember Painter reported the Archives Committee is in need of members, if anyone is interested, please reach out to Mayor Mitchell.

Mayor Mitchell provided a proclamation to establish the date as Mary Hammond Dat in Norris. Ms. Hammond celebrated her 100th birthday on Saturday, April 13, 2024 at Norris First Baptist Church. She has a long history of volunteering and enriching lives in Norris.

ADJOURNMENT

Councilmember Grieve moved to adjourn at 7:58 p.m. and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Sandy Johnson, City Recorder

APPROVED BY CITY COUNCIL
May 13, 2024

Chris Mitchell, Mayor