

**Norris City Council
Regular Meeting**

**March 13, 2023
7:00 p.m.**

Minutes

The regular meeting of the City Council of Norris Tennessee convened March 13, 2023 at 7:00 pm.

The following council members were present: Will Grinder, Mayor Chris Mitchell, Chuck Nicholson and Loretta Painter. Councilmember Bill Grieve joined via Zoom and determined unable to vote.

Also present were Charles Adam Ledford, City Manager and Bailey Whited, Assistant City Manager, and representatives of the press from Clinton Courier and the Norris Bulletin.

Meeting was called to order by Mayor Mitchell.

APPROVAL OF AGENDA – No changes made

HEAR FROM THE PUBLIC - No comments

MINUTES

APPROVAL OF THE FEBRUARY 13, 2023 REGULAR MEETING – Councilmember Grinder made a motion to approve the minutes, and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

APPROVAL OF THE MARCH 2, 2023 SPECIAL BEER PERMIT BOARD MEETING - Councilmember Painter made a motion to approve the minutes, and Councilmember Grinder seconded. The motion passed by voice vote with Councilmembers Nicholson, Painter and Mayor Mitchell voting “Aye.”

OLD BUSINESS

SAFE ROUTES TO SCHOOL - Mr. Ledford stated he spoke with them regarding Tree Commission's concerns regarding the depth of the concrete and their engineers are supposed to get back with him.

SIA SAWMILL ROAD PROJECT - Mr. Ledford spoke with someone from the state to establish the status of the project and they are working on the property acquisition and didn't have much of an update at this time.

HWY 61/441 LIGHTING PROJECT - Mr. Ledford stated he met with an engineer on this issue and they agreed to do both a traffic and safety study and share the results with us.

LEAVE ISSUE –Mr. Ledford stated the majority of the Norris Water Commission (NWC) has approved a plan for the payment of existing leave issues in the department. Councilmember Grinder made a motion to accept the leave agreement as submitted from NWC and Mayor Mitchell seconded.

Mayor Mitchell made a motion to amend the agreement to include a statement making the agreement's framework available to any employee who fits the criteria and Councilmember Grinder seconded. The motion passed by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Councilmember Painter then made a motion to amend Mayor Mitchell's motion to add the agreement's leave value calculation and Councilmember Nicholson seconded. The motion failed by voice vote with Councilmembers Nicholson and Painter voting “Aye.” Councilmember Grinder and Mayor Mitchell voting “Nay.”

Councilmember Grinder made an additional amendment to approve NWC's proposed plan for leave resolution, with the addition of the amended non-discriminatory language from the previous motion but not the calculation amendment from the failed motion prior to that and Mayor Mitchell seconded. The motion

failed by voice vote with Councilmembers Grinder and Mayor Mitchell voting “Aye.” Councilmembers Painter and Nicholson voting “Nay.”

FACILITIES CONDITION – Mr. Ledford reported he should have prices tomorrow. The library will take priority with electrical concerns, and the community building will be second due to public use of the facility. He stated the focus will then be repairs at the public safety building. Mr. Ledford will bring those prices to council when they are ready.

CAPITAL OUTLAY NOTE – Mayor Mitchell stated this item is incorporated in the budget process and it will remain on the agenda.

DISCUSSION ON WATER AND SEWER ORGANIZATION ADJUSTMENTS - Mayor Mitchell discussed an amended organizational chart which keeps the water superintendent role under the purview of NWC rather than moving it under the city manager as initially proposed. The role of secretary and treasurer of NWC as held by the city manager per Tennessee Code remains the same. Mayor stated the most significant change would be the change in structure pertains to city office administrative staff. Previously, office staff was shared between the City and NWC with each paying office staff separately for service and office staff reporting to both entities separately. City staff will continue working with NWC however, staff will report to the city manager solely. Councilmember Painter made a motion to approve the proposed organizational chart and Councilmember Grinder seconded. The motion passed by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

UPDATE ON NEW CITY EMPLOYEE POLICIES – Mr. Ledford reported he prepared to submit a draft of the new personnel policy for first reading at the April meeting however, one lingering issue on the “on-call” program is not finalized. Councilmembers expressed their concerns and would like to move forward with the policy at the April meeting.

SECOND READING OF ORDINANCE 637 – AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023 - Councilmember Painter made a motion to approve the budget amendment and Councilmember Nicholson seconded. The motion passed by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

SECOND READING OF ORDINANCE 638 – AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING THE ZONING MAP BY REZONING PARCEL 043 022.20 FROM P-1: PROFESSIONAL AND CIVIC DISTRICT TO C-2: GENERAL COMMERCIAL DISTRICTS AND SECOND READING OF ORDINANCE 639 – AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING THE ZONING MAP BY REZONING PARCEL 043 022.05 FROM P-1: PROFESSIONAL AND CIVIC DISTRICT TO I-1: LIGHT INDUSTRIAL DISTRICT - Mayor Mitchell made a motion to table the ordinances for additional information on the possible tax repercussions of the changes and the resolution on abandoning undeveloped easements for lack of resolution language until the April meeting and Councilmember Nicholson seconded. Councilmember Grinder made a motion to amend for the meeting to take place at a special called meeting on Monday, March 20, 2023 at 5:00 p.m. and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

SECOND READING OF ORDINANCE 640 – AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 14, PLANNING AND ZONING CHAPTER 2 AND CHAPTER 3 TO INCORPORATE SELF-STORAGE – Councilmember Grinder made a motion to approve the ordinance and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

NEW BUSINESS

RESOLUTION 1-2023 - A RESOLUTION OF THE CITY OF NORRIS, TENNESSEE, TO ESTABLISH A POLICY FOR THE SALE AND DISPOSAL OF PROPERTY DETERMINED TO BE SURPLUS TO THE CITY'S NEEDS – Councilmember Grinder made a motion to approve the resolution and Councilmember Painter seconded. A brief discussion regarding the language of the resolution was discussed and Councilmember Grinder withdrew his original motion and revised his motion to approve the resolution with amendments to state that no member of the Norris City Council and City employee shall purchase, attempt to purchase, or otherwise take possession of any item of surplus property offered for sale by the City of

Norris and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

RESOLUTION 2-2023 – A RESOLUTION OF THE CITY OF NORRIS, TENNESSEE, FOR THE NORRIS CITY COUNCIL TO DECLARE CERTAIN PROPERTY OWNED BY THE CITY TO BE SURPLUS TO THE CITY’S NEEDS AND DIRECTING DISPOSAL OF SAME – Councilmember Grinder made a motion to approve the resolution and Councilmember

Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

NORRIS’ OFFICIAL BIRTHDAY – Larry Beeman, Chairman of 75th Birthday Celebration Steering Committee, to plan a celebration of Norris becoming a State of Tennessee Incorporated Chartered city. A brief discussion of the actual date was discussed and the committee will continue to gather evidence and decide on a date to celebrate the event in year 2024 to which more information will be forthcoming.

DRUG FREE WORKPLACE PROGRAM GRANT APPLICATION – Mr. Ledford reported this program was in place years ago but had lapsed. It would be a cost savings to the city to have this program active and implemented. Councilmember Grinder made a motion to approve the application process and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

GENERAL SERVICE APPLICATION/PROGRAM - Mr. Ledford reported he had a visitor from this entity and this program will allow us to use their equipment they are looking to lend to another partner. He stated he believes Norris was a part of this this program before and would like to implement once again. Tony Wilkerson, Norris Water Commission Superintendent, asked for his name to be added to the list of authorized representatives and Mr. Ledford stated he would add Mr. Wilkerson to the list. Councilmember Grinder made a motion to approve the application process and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

FIRST READING OF ORDINANCE 641 – AN ORDINANCE TO ADOPT BY REFERENCE THE INTERNATIONAL FIRE CODE 2018 EDITION – Mr. Whited, Assistant City Manager, reported that Mr. Roach, Fire Chief, spoke with him in regards to adopting the new fire code. Mr. Whited reported after doing some research the City of Norris had never adopted a fire code. Councilmember Grinder made a motion to approve and Councilmember Nicholson seconded. After a brief discussion and realization that the City of Norris has never adopted a fire code. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.” Mayor asked for more information regarding implementation, grandfathering, and ability to enforce ahead of public input period at the second reading.

Mayor Mitchell made a motion to schedule a public hearing at 6:30 p.m. on Monday, April 10, 2023 and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, 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”

MINUTES AND REPORTS (BOARDS AND COMMISSIONS)

RECREATION COMMISSION – Sarah Miceli presented the annual report which consist of a recap of the 2022 activities and outlined 2023 goals.

WATERSHED BOARD – Joe Feeman reported that they were planning controlled burns of three small wildlife openings on Wednesday, March 15, 2023 and a section forest burn sometime in April. The Norris Fire Department and Tennessee Division of Forestry will assist in both burns.

TREE COMMISSION – Councilmember Nicholson announced the Arbor Day program at the Norris Elementary School has been rescheduled to March 23, 2022 at 1:00 p.m. He also reported TDOT has given final approval for the scenic byway planting on Highway 61.

ANIMAL SHELTER COMMISSION – There are three lab mixed dogs available for adoption, two females and one male.

COMMUNITY DEVELOPMENT – No report.

LITTLE THEATRE – No report.

PLANNING/BZA – No report.

ADJOURNMENT

Councilmember Painter made a motion to adjourn at 9:36 p.m. Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Sandy Johnson, City Recorder

APPROVED BY CITY COUNCIL

April 10, 2023

Chris Mitchell, Mayor