

**Norris City Council
Regular Meeting**

**August 14, 2023
6:00 p.m.**

Minutes

The regular meeting of the City Council of Norris Tennessee convened August 14, 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 Bailey Whited, Assistant City Manager, 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

No changes were made.

Mayor Mitchell distributed a transparency packet and discussed the contents of that packet. A stop work order pertaining to utility connections without the required permit(s) issued by the City of Norris Building Inspector for Covenant Life Church Solid Rock RV Park; a corresponding certified letter which was mailed on August 8, 2023 regarding a follow-up inspection that was conducted in June 2023 and possible disconnection of water meter if not in compliance within 7 days. Mayor Mitchell also discussed the partnership with Anderson County Water Authority (ACWA) and Clinton Utilities Board (CUB) on a State Water Infrastructure Grant. Community Development Partners, LLC will be submitting an application on behalf of the City of Norris for the grant for \$3.4 million dollars with a 5% match. This would be used to connect neighboring wastewater systems allowing the city to participate collectively on wastewater treatment needs. Mayor Mitchell acknowledged several people who worked together to get this accomplished, Councilmember Chuck Nicholson, Adam Ledford, City Manager and Tony Wilkerson, Water Superintendent.

HEAR FROM THE PUBLIC

Brianne Kibler reported several important upcoming events; Recreation and Parks regular meeting Tuesday, August 15, 2023 at 7:00 p.m.; Master Plan's first public meeting Thursday, August 17, 2023 at 6:00 p.m.; Summer Picnic on the Commons is Saturday, August 19, 2023 from 5:30-8:00 p.m.; and Tuesday, August 22, 2023 at 6:00 p.m., Public Workshop to discuss updates to Oak Road Pavilion and the new Creamery Park.

MINUTES

APPROVAL OF THE JULY 10, 2023 REGULAR MEETING MINUTES – Councilmember Painter made a motion to approve the minutes, and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Painter, and Mayor Mitchell voting “Aye.” Councilmember Nicholson abstained due him being absent during that meeting.

OLD BUSINESS

SAFE ROUTES TO SCHOOL - Mr. Whited reported they are in the process of getting the environmental side of the project re-evaluated and as soon as that is complete, he will be submitting the paperwork. The deadline is March 31, 2024.

SIA SAWMILL ROAD PROJECT- Mr. Ledford reported that last week the appraiser was supposed to have come and evaluate the property acquisition however, multiple phone calls were made, emails were sent but he received no response from them.

UPDATE ON FACILITIES CONDITION - Mr. Ledford reported in their packet was an accumulation of notes collected during a recent workshop. He stated he would recommend moving forward on the police and fire facility and reserve the McNeeley Building. Mayor Mitchell stated he wants those reports to come through the director's and presented back to Council with suggestions on what can be done and how to address on

the safety issues. Councilmember Grinder stated he feels that is appropriate. Councilmember Grieve made a motion to have a workshop on Wednesday, September 6, 2023 at 6 :00 p.m. Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Painter, Nicholson and Mayor Mitchell voting “Aye.”

CAPITAL OUTLAY NOTE – No update.

SECOND READING OF ORDINANCE #656, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO ESTABLISH NEW PURCHASING POLICIES” -Councilmember Grinder 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 #657, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE (18) EIGHTEEN, WATER AND SEWER CHAPTER (1) ONE, WATER AND SEWERS SECTIONS 18-116, 18-118, AND 18-119, WATER AND/OR SEWER SERVICE TO BE INITIATED OR TERMINATED ONLY AUTHORIZED PERSONNEL, WATER AND SEWER SERVICE TO BE CHARGED FOR AS A UNIT, AND REPAIR AND MAINTENANCE SERVICES AND SUPPLIES AND CHARGES THEREFOR” - 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 #658, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE (4) FOUR, MUNICIPAL PERSONNEL, BY REPEALING CHAPTER (4) FOUR, SEXUAL HARASSMENT AND SECTION 4-204, WORKPLACE HARASSMENT OF CHAPTER (2) TWO” - Councilmember Nicholson made a motion to approve the ordinance, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Painter, Nicholson, and Mayor Mitchell voting “Aye.”

NEW BUSINESS

FIRST READING OF ORDINANCE #659, 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 made a motion to approve the ordinance, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Painter, Nicholson, and Mayor Mitchell voting “Aye.” Councilmember Painter made a motion to schedule a public hearing on September 11, 2023 at 5:45 p.m. and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

RESOLUTION #9-2023, ENTITLED, “A RESOLUTION OF THE CITY OF NORRIS, TENNESSEE CITY COUNCIL TO DECLARE CERTAIN PROPERTY OWNED BY THE CITY TO BE SURPLUS TO THE CITY’S NEEDS AND DIRECTING DISPOSAL OF SAME.” Councilmember Grieve made a motion to approve the resolution, and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye

CONTINUED DISCUSSION OF FACILITIES AND DISCUSSION OF POSSIBLE NEEDS OF ADDITIONAL STAFF. Mayor Mitchell discussed the needs of a workshop to discuss preventative maintenance for the city’s infrastructures. The purpose of this meeting is to help everyone understand the current scope and responsibilities of Public Works, the additional needs for monitoring and control of stormwater, monitoring and control over Recreation facilities and to determine if there are needs of additional staff assignments. Councilmember Grieve made a motion to schedule a special called workshop on Monday, September 11, 2023 at 4:30 p.m., to discuss the actions mentioned above Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Painter, Nicholson, and Mayor Mitchell voting “Aye

CONSIDERATION OF GOING OUT FOR BIDS ON 2023-24 STREET IMPROVEMENT PROJECTS CONSIDERATION OF GOING OUT FOR PROPOSALS ON 2023 EXTERIOR SIDING INSTALLATION PROJECT AT MCNEELEY BUILDING - Councilmember Painter made a motion to approve the request of bids and proposals, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Painter, Nicholson, and Mayor Mitchell voting “Aye

CONSIDERATION OF CONFIRMING MAYORAL APPOINTMENTS TO CITY BOARDS, COMMISSIONS, AND COMMITTEES. Mayor Mitchell made a motion to nominate Brianne Kibler to be re-appointed to the Recreation and Parks Board, and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Painter, Nicholson, and Mayor Mitchell voting “Aye.”

Mayor Mitchell received permission from Council to sign a document on behalf of Recreation and Parks receiving \$5000 from Anderson County Tourism. Mayor also mentioned he was working with them in regards to funding the Creamery Park. Council supports this project and Mayor Mitchell’s involvement. Mayor Mitchell received Council’s support on having formal discussions with TVA regarding funding of services we provide to their facilities.

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 – Nothing to report

MINUTES AND REPORTS (BOARDS AND COMMISSIONS)

RECREATION COMMISSION – Brianne Kibler reiterated the upcoming events.

WATERSHED BOARD – Councilmember Grieve reported the drawing for hunting permits was a great success. Joe Feeman mentioned they are looking into marking historic sites on the watershed trails with QR codes to provide details of each site.

TREE COMMISSION – Councilmember Nicholson reported the new trees along Highway 61 in front of Covenant Church are doing great.

ANIMAL SHELTER COMMISSION –No report

COMMUNITY DEVELOPMENT – No report

LITTLE THEATRE – Councilmember Painter reported they continue working on the play for the City’s 75th Anniversary Celebration in 2024.

PLANNING/BZA – Joe Feeman reported they are working on subdivision regulations and service drive regulations.

ADJOURNMENT

Councilmember Grieve made a motion to adjourn at 8:00 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

September 11, 2023

Chris Mitchell, Mayor