

Minutes of the Regular Business Meeting of the  
Board of Mayor and Aldermen of the City of Kingsport, Tennessee  
Tuesday, October 17, 2017, 7:00 PM  
Large Court Room – City Hall

PRESENT:

Board of Mayor and Aldermen

Mayor John Clark, Presiding

Vice Mayor Mike McIntire

Alderman Jennifer Adler

Alderman Joe Begley

Alderman Betsy Cooper

Alderman Colette George

Alderman Tommy Olterman

City Administration

Jeff Fleming, City Manager

J. Michael Billingsley, City Attorney

Lisa Winkle, City Comptroller/Deputy City Recorder

- I. **CALL TO ORDER:** 7:00 p.m., by Mayor John Clark.
- II.A. **PLEDGE OF ALLEGIANCE TO THE FLAG:** Alderman Olterman
- II.B. **INVOCATION:** Carl Strickler, Serving Baptist Churches.
- III. **ROLL CALL:** By City Comptroller/Deputy City Recorder Winkle. All Present.
- IV.A. **RECOGNITIONS AND PRESENTATIONS.** Alderman Cooper recognized Ms. Jennifer Egan for exemplifying the integrity and the Kingsport Spirit.
- IV.B. **APPOINTMENTS/REAPPOINTMENTS.** None.
- V. **APPROVAL OF MINUTES.**

Motion/Second: McIntire/Adler, to approve minutes for the following meetings:

A. October 2, 2017 Regular Work Session

B. October 3, 2017 Regular Business Meeting

Approved: All present voting "aye."

VI. **COMMUNITY INTEREST ITEMS.**

A. **PUBLIC HEARINGS.** None.

**PUBLIC COMMENT.** Mayor Clark invited citizens in attendance to speak about any of the remaining agenda items. There being no one coming forward to speak, the Mayor closed the public comment segment.

B. **BUSINESS MATTERS REQUIRING FIRST READING.**

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen  
of the City of Kingsport, Tennessee, Tuesday, October 17, 2017**

**1. Budget Ordinance to Appropriate \$20,800.00 from the Tennessee Highway Safety Office (THSO) 2017-2018 Grant (AF: 259-2017) (David Quillin).**

Motion/Second: George/Olterman, to pass:

AN ORDINANCE TO AMEND THE GENERAL PROJECT/SPECIAL REVENUE FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE TENNESSEE HIGHWAY SAFETY OFFICE (THSO) FOR THE YEAR ENDING JUNE 30, 2018; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

**2. Budget Adjustment Ordinance for FY18 (AF: 262-2017) (Jeff Fleming).**

Motion/Second: McIntire/George, to pass:

AN ORDINANCE TO AMEND VARIOUS PROJECTS FOR THE YEAR ENDING JUNE 30, 2018; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

**C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.**

**1. Appropriate Funds to MPO15A; Award Contract to Summers-Taylor, Inc. for Signalization at the Intersection of SR-126 (Memorial Boulevard) at Island Road (AF: 256-2017) (Ryan McReynolds).**

Motion/Second: McIntire/Olterman, to pass:

**ORDINANCE NO. 6698**, AN ORDINANCE TO AMEND THE MPO FUND BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FOR SIGNALIZATION AT THE INTERSECTION OF SR-126; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Adler, Begley, Cooper, George, McIntire and Olterman voting "aye."

**2. Amend FY18 General Project Fund Budget (AF: 254-2017) (David Frye).**

Motion/Second: Adler/George, to pass:

**ORDINANCE NO. 6699**, AN ORDINANCE TO AMEND THE GENERAL PROJECTS FUND BUDGETS FOR THE FISCAL YEAR ENDING JUNE 30, 2018; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Clark, Adler, Begley, Cooper, George, McIntire and Olterman voting "aye."

**D. OTHER BUSINESS.**

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen  
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**1. Execute a Signature Authority Form Allowing the Chief of Police or His Designee to Complete Grant Reports as Required by the Tennessee Highway Safety Office (THSO) for the Tennessee Highway Safety Office's 2017-2018 Grant (AF: 260-2017) (David Quillin).**

Motion/Second: McIntire/Olterman, to pass:

**Resolution No. 2018-053**, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE SIGNATURE AUTHORITY CONSENT FORMS AND OTHER DOCUMENTS NECESSARY AND PROPER FOR SAFETY GRANTS FROM THE TENNESSEE HIGHWAY SAFETY OFFICE AND DESIGNATING THE CHIEF OF POLICE AS HIS DESIGNEE TO EXECUTE GRANT REPORTS AND OTHER DOCUMENTS REQUIRED BY THE GRANTS FROM THE TENNESSEE HIGHWAY SAFETY OFFICE

Passed: All present voting "aye."

**2. Enter into a Contractual Agreement, TDOT Project No. 825307-S3-021 with the Tennessee Department of Transportation for Reimbursement of Capital Expenses (AF: 263-2017) (Chris McCartt)**

Motion/Second: McIntire/George, to pass:

**Resolution No. 2018-054**, A RESOLUTION APPROVING A GRANT CONTRACT WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR REIMBURSEMENT OF CAPITAL EXPENSES FOR THE CITY TRANSIT OPERATION AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

**3. Creating the Neighborhood Advisory Commission (AF: 265-2017) (Heather Cook).**

Motion/Second: Adler/Cooper, to pass:

**Resolution No. 2018-055**, A RESOLUTION CREATING THE NEIGHBORHOOD ADVISORY COMMISSION, ESTABLISHING ITS PURPOSE, AUTHORITY, MEMBERSHIP, LENGTH OF TERMS, ORGANIZATION, MEETING REQUIREMENTS, APPOINTMENT OF SUBCOMMITTEES, AND OTHER MATTERS PERTAINING TO THE COMMISSION

Passed: All present voting "aye."

**4. Authorize FY18 Community Development Partner Agreements (AF: 268-2017) (Lynn Tully).**

Motion/Second: George/Olterman, to pass:

**Resolution No. 2018-056**, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AGREEMENTS WITH VARIOUS AGENCIES AND ORGANIZATIONS FOR COMMUNITY DEVELOPMENT BLOCK GRANT AND EMERGENCY SOLUTIONS GRANT FUNDING IN FISCAL YEAR 2017-2018

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen  
of the City of Kingsport, Tennessee, Tuesday, October 17, 2017**

Passed: All present voting "aye."

**5. Right-of-Way Easement with Kingsport Power Company**  
(AF: 266-2017) (Ryan McReynolds).

Motion/Second: McIntire/Adler, to pass:

**Resolution No. 2018-057**, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE  
A RIGHT-OF-WAY EASEMENT WITH KINGSFORT POWER COMPANY

Passed: All present voting "aye."

**6. Execute a Memorandum of Understanding between the City of  
Kingsport and Kingsport Public Library Commission** (AF: 270-2017) (Chris  
McCartt).

Motion/Second: Cooper/Begley, to pass:

**Resolution No. 2018-058**, A RESOLUTION APPROVING A MEMORANDUM OF  
UNDERSTANDING WITH THE PUBLIC LIBRARY COMMISSION AND AUTHORIZING  
THE MAYOR TO EXECUTE THE MEMORANDUM AND ALL OTHER DOCUMENTS  
NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE  
MEMORANDUM

Passed: All present voting "aye."

**7. Bid Award for the Dobyys-Bennett High School Addition Project  
to Burwil Construction Company, Inc.** (AF: 267-2017) (David Frye).

Motion/Second: McIntire/Adler, to pass:

**Resolution No. 2018-059**, A RESOLUTION APPROVING A MEMORANDUM OF  
UNDERSTANDING WITH THE PUBLIC LIBRARY COMMISSION AND AUTHORIZING  
THE MAYOR TO EXECUTE THE MEMORANDUM AND ALL OTHER DOCUMENTS  
NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE  
MEMORANDUM

Passed: All present voting "aye."

**8. Approve a Letter of Intent** (AF: 269-2017) (Ryan McReynolds).  
Alderman George made a motion to amend the closing date to sometime during the first  
quarter of 2018. Seconded by Vice-Mayor McIntire with all present voting "aye."

Motion/Second: McIntire/Cooper, to pass (as amended):

**Resolution No. 2018-060**, A RESOLUTION APPROVING A NON-BINDING LETTER OF  
INTENT TO PURCHASE THE REGIONS BANK BUILDING SUBJECT TO CERTAIN  
TERMS AND CONDITIONS AND AUTHORIZING THE MAYOR TO EXECUTE THE  
LETTER OF INTENT

Passed: All present voting "aye."

**9. Accept a Private Donation of an Explosive Detection K-9** (AF:  
271-2017) (David Quillin).

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen of the City of Kingsport, Tennessee, Tuesday, October 17, 2017**

Motion/Second: George/Adler, to pass:

**Resolution No. 2018-061**, A RESOLUTION ACCEPTING A DONATION OF "CHARLEE", AN EXPLOSIVE DETECTIVE K-9 FOR THE KINGSPORT POLICE DEPARTMENT

Passed: All present voting "aye."

**10. Approve the Americans with Disabilities Act (ADA) Compliance and Self-Certification Letter to the Tennessee Department of Transportation (TDOT) (AF: 261-2017) (Mike Billingsley).**

Motion/Second: Olterman/Cooper, to pass:

**Resolution No. 2018-062**, A RESOLUTION APPROVING THE AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE AND SELF-CERTIFICATION LETTER TO THE TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) AND AUTHORIZING THE MAYOR TO EXECUTE THE SAME

Passed: All present voting "aye."

**11. Approve a Property Exchange Agreement with Eastern Eight Community Development Corporation Pertaining to City-Owned Property at 1325 Gibson Mill Road, Formerly 101 Lee Street and 232 Cherokee Village Drive Owned by Eastern Eight Community Development Corporation (AF: 247-2017) (Mike Billingsley).** Development Services Director Lynn Tully provided further information on this item and answered questions regarding the history of this property. Some discussion followed.

Motion/Second: McIntire/Adler, to pass:

**Resolution No. 2018-063**, A RESOLUTION AUTHORIZING A PROPERTY EXCHANGE AGREEMENT WITH EASTERN EIGHT COMMUNITY DEVELOPMENT CORPORATION AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye" except George voting "nay."

**VII. CONSENT AGENDA.**

**1. Approval of Easements and Rights-of-Way (AF: 264-2017) (Ryan McReynolds).**

Motion/Second: McIntire/George, to adopt:

OFFERS FOR EASEMENTS AND RIGHTS-OF-WAY IN PRESTON WOODS AND PRESTON HILLS AREA


Passed: All present voting "aye."

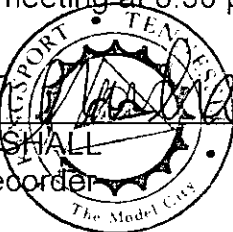
**VIII. COMMUNICATIONS.**

**Minutes of the Regular Business Meeting of the Board of Mayor and Aldermen  
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- A. CITY MANAGER.** Mr. Fleming asked Chief Quillin to provide some information on the explosion at Eastman a few weeks ago and how communications were handled since the day of the event and how they can be improved in the future. Mr. Fleming also reminded everyone of the upcoming first of several public meetings regarding the Downtown Master Plan will be this Thursday at 7:00pm at the Kingsport Center for Higher Education.
- B. MAYOR AND BOARD MEMBERS.** Alderman Adler commented on the letter of intent item regarding Regions Bank and encouraged citizens to become aware of how city staff is currently spread out across the city and review the presentation given by staff during the upcoming conversation period. She stated the Keep Kingsport Beautiful Halloween Bash is coming up this Saturday. Lastly she promoted the 2017 Walk for Wellness Expo. Alderman Cooper commended Chief Quillin on personally handling a situation at a local business. Vice-Mayor McIntire congratulated City Manager Fleming and Mayor Clark on a well-presented State of the City address last week. He also recognized Police Officer Will Mullins for receiving a domestic violence award. Lastly he commended Chief Quillin and the police department for providing security for Vice-President Pence's recent visit to the area. Alderman Olterman congratulated the football teams of Sullivan North, Sullivan South, and Dobyns Bennett for making it into the playoffs. Alderman George commented the DB band would be performing their full competition routine at the game this Friday. Mayor Clark commented on the expansion at the Regional Center for Advanced Manufacturing (RCAM) to increase work force development in the area. Secondly, the mayor commented on a new plant coming to Phipps Bend that manufactures ball bearings and will provide many new jobs.
- C. VISITORS.** A citizen commented on the neighborhood commission. Rob Ferguson thanked the police and fire department for what they do. He also gave an update and breakdown on the kids who played sports this past year in the Lynn Garden Community.

**IX. ADJOURN.** Seeing no other business for consideration at this meeting, Mayor Clark adjourned the meeting at 8:30 p.m.

  
ANGELA MARSHALL  
Deputy City Recorder



  
JOHN CLARK  
Mayor