

**REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF EAST RIDGE**

**May 13, 2021  
6:00 pm**

The East Ridge City Council met pursuant to notice on May 13, 2021, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Pastor Clair Sauer, Jones Memorial United Methodist Church, gave the invocation. All joined in the Pledge of Allegiance to the Flag.

**Present were:** Mayor Williams, Vice Mayor Chauncey, Councilmember Cagle, Councilmember Helton, Councilmember Witt, City Manager Dorsey, City Attorney Litchford, and City Recorder Middleton.

**Donation to the East Ridge Food Pantry from East Ridge Police Department for No-Shave April** – Chief Allen stated that twice a year, officers can grow facial hair and make donations to a charity chosen by the department. The Chief presented a donation from these officers of \$695.00 to the East Ridge Food Pantry.

**Presentation of Employee Service Awards for April 2021** – Mayor Williams announced there is one award this time, to Firefighter Christopher Cope, with five years of service. The Mayor stated he appreciates the dedication of all employees.

**Consent Agenda:**

- A. Approval of Minutes April 15, 2021 Work Session
- B. Approval of Minutes April 22, 2021 Council Meeting
- C. Approval of March 2021 Financial Report
- D. Declaration of Surplus Property

Vice Mayor Chauncey made a motion, seconded by Councilmember Witt, to approve the Consent Agenda. The vote was unanimous. Motion approved.

**Communication from Citizens:**

Sandy McDowell, 504 Bonnie Lassie, requested that a sound barrier be constructed at Germantown and the interstate to cut down on the noise. She stated she is getting cracks in her foundation, plus the trucks keep her awake at night. City Manager Dorsey stated this is an issue for TDOT. He believes they are putting up sound barriers on certain parts of the interstate, but he does not know the criteria for the barriers. He asked Ms. McDowell to give her contact information to Assistant City Manager Custer and he will get her a contact person at TDOT.

### **Communication from Councilmembers:**

Councilmember Cagle had nothing at this time.

Vice Mayor Chauncey had nothing at this time.

Councilmember Witt stated there would be a meeting on May 25, 2021, from 6:00 – 8:00 pm at the kitchen pavilion at Camp Jordan for the volunteers for the 100-year celebration.

Mayor Williams announced the following:

- May 4<sup>th</sup> was International Firefighter’s Day.
- The new ladder truck is parked outside if anyone wants to look at it.
- National Police Week is May 9 – 15, 2021.
- The Mayor thanked Representative Helton and Senator Gardenhire for introducing a bill to extend the Border Region payback period for five additional years. The bill passed and is waiting on Governor Lee’s signature.
- May 22<sup>nd</sup>, 7 pm, the Chattanooga Red Wolves have their first home opening game. The lights were installed this week and the jumbotron, the largest in the state, will be installed prior to the first game.
- He wished Greg and Angie Thomas a Happy 75<sup>th</sup> wedding anniversary.

### **Communication from City Manager:**

- Chief Alen discussed one of the police vehicles that was wrecked and is a total loss. The insurance company paid the City \$26,125. He stated we have ordered two new vehicles, but they have not come in yet. The Ford dealer who has the state contract has one car on his lot that the City could purchase. The Chief is requesting that we use the insurance funds plus \$15,000 to purchase this vehicle on state contract. The cost is \$40,517. The equipment cost of \$6,000 could come from the Drug Fund. The Mayor added this item to New Business as Item M and changed the current Item M to Item N.
- Mr. Dorsey thanked Assistant City Manager Custer and Finance Director Qualls for their help in getting the budget completed.
- He announced that Assistant City Manager Custer has turned in his resignation and will be here approximately two more months to help get things completed. The Mayor wished Mr. Custer the best.

### **Old Business:**

**ORDINANCE NO. 1146 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR 2021 OPERATING BUDGET, ORDINANCE NO. 1129, FOR VARIOUS EXPENDITURES IN THE GENERAL FUND USING FUND BALANCE (2<sup>nd</sup> and final reading) -** City Attorney Litchford read on caption. Finance Director Qualls stated this amendment is for the new fire truck. Councilmember Helton made a motion, seconded by Councilmember Witt, to approve Ordinance No. 1146 on second and final reading. The vote was unanimous. Motion approved.

**New Business:**

**RESOLUTION NO. 3137 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE APPROVING A CERTIFICATE OF COMPLIANCE FOR RINGGOLD SPIRIT CORPORATION (HARSH PATEL, OWNER) AT 3940 RINGGOLD ROAD** - City Attorney Litchford read on caption. City Manager Dorsey stated that after the work session regarding the liquor applications, Harsh Patel had the only application that met all the requirements in District A. If this resolution is approved, the entire Council must sign the Certificate of Compliance in order for Mr. Patel to take it to the Alcoholic Beverage Commission to apply for his liquor license. Councilmember Witt made a motion, seconded by Vice Mayor Chauncey, to approve Resolution No. 3137. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3138 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE APPROVING A CERTIFICATE OF COMPLIANCE FOR SUHASH J. PATEL AT 6009 RINGGOLD ROAD** - City Attorney Litchford read on caption. City Manager Dorsey stated there was a lottery drawing for applicants in District B that were eligible after the work session regarding liquor applications. Suhash Patel's name was drawn, making him the recipient for District B. Vice Mayor Chauncey made a motion, seconded by Councilmember Witt, to approve Resolution No. 3138. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3139 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, EXTENDING FOR AN ADDITIONAL 180 DAYS, A MORATORIUM ON THE ACCEPTING AND PROCESSING OF APPLICATIONS FOR ANY NEW OUTDOOR ADVERTISING SIGNS AND ON THE CONSTRUCTION AND/OR INSTALLATION OF OUTDOOR ADVERTISING SIGNS, IN ADDITION TO THE CONVERSION OF EXISTING SIGNS AND POSTER PAPER OUTDOOR ADVERTISING SIGNS TO AN ELECTRONIC ADVERTISING OR MESSAGING SIGN, WITHIN THE CITY** - City Attorney Litchford read on caption. City Manager Dorsey stated this is a continuation of the moratorium we already have. Councilmember Witt made a motion, seconded by Councilmember Helton, to approve Resolution No. 3139. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3140 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT WITH THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT), FOR THE CITY OF EAST RIDGE TO PROVIDE MOWING SERVICES AT THE I-75, EXIT 1 INTERCHANGE, FOR FY 2021 - 2022, ON A REIMBURSEMENT BASIS** - City Attorney Litchford read on caption. Assistant City Manager Custer stated this is the annual renewal for mowing the state right-of-way at I-75. TDOT will pay the City \$8,820 for six mowings. We also mulched around the existing trees and cleaned out underbrush. Councilmember Helton made a motion, seconded by Vice Mayor Chauncey, to approve Resolution No. 3140. Councilmember Cagle asked why there has been no revenue for mowing. Finance Director Qualls stated she bills TDOT once a year and they pay by the end of June. Mayor Williams asked about increasing the revenue from TDOT for the mowings. Mr. Custer stated if this were bid out that no private

contractor would bid \$8,820 unless they only did six mowings. He stated we could look into grants to plant wildflowers to cut down on mowing. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3141 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY TO ACCEPT A DONATION OF FENCING FROM ALL FENCES TO BE USED IN THE CONSTRUCTION OF A DOG PARK** - City Attorney Litchford read on caption. Vice Mayor Chauncey stated that Jack Berry with All Fences has agreed to donate fencing with a value of over \$12,000 to the dog park project, which, if we receive a grant for the dog park, will mean we can purchase more amenities for the park. Mr. Chauncey also stated he will work on more donations for park benches. Councilmember Witt made a motion, seconded by Councilmember Helton, to approve Resolution No. 3141. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3142 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING A PROPOSAL FROM INTEGRATED BUILDS FOR UTILITY SERVICE FOR THE EAST RIDGE SPLASH PAD AT PIONEER FRONTIER PARK** - City Attorney Litchford read on caption. Parks and Recreation Director Wilson stated that Integrated Builds submitted a proposal in the amount of \$82,511, which includes all labor and materials for water, electrical, and sanitary connection. Staff recommends approval. Vice Mayor Chauncey made a motion, seconded by Councilmember Helton, to approve Resolution No. 3142. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3143 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE APPROVING A TEMPORARY SPECIAL EVENTS BEER PERMIT FOR RANDY CARPENTER, ON BEHALF OF VFC 82** - City Attorney Litchford read on caption. Councilmember Helton made a motion, seconded by Vice Mayor Chauncey, to approve Resolution No. 3143. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3144 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO EXECUTE THE ATTACHED INTERAGENCY AGREEMENT BETWEEN THE CITY OF EAST RIDGE AND VARIOUS ENTITIES REPRESENTING THE CHILD PROTECTIVE INVESTIGATIVE TEAM OF HAMILTON COUNTY** - City Attorney Litchford read on caption. Chief Allen stated we sign this agreement every year and it allows investigations into child abuse without having to worry about boundaries. Councilmember Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 3144. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3145 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH THE FBI SAFE STREETS TASK FORCE TO DOCUMENT THE AGREED UPON RESPONSIBILITIES AND FUNCTIONS OF THE PARTIES WITH RESPECT TO FBI KNOXVILLE** - City Attorney Litchford read on caption. Chief Allen stated that the FBI

requested that we assign one investigator to this task force. We will get assistance from the FBI and access to all their resources. The investigator will work part time with the FBI and part time with the City. Vice Mayor Chauncey made a motion, seconded by Councilmember Witt, to approve Resolution No. 3145. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3146 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH GUNBUSTERS (“GBGC, LLC”) FOR THE DESTRUCTION OF FIREARMS TAKEN INTO THE PROPERTY AND EVIDENCE DIVISION THAT CANNOT BE TRADED OR SOLD** - City Attorney Litchford read on caption. Chief Allen stated that some firearms we receive can be traded in, but some guns are useless and cannot be traded. Gunbusters will strip the guns for any useable parts and then destroy them at no charge to the City. Councilmember Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 3146. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3147 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE PURCHASE OF A KUBOTA MX5400HST 4WD TRACTOR FROM KUBOTA OF CHATTANOOGA THROUGH THE SOURCEWELL COOPERATIVE PURCHASING AGREEMENT** - City Attorney Litchford read on caption. Director Wilson stated the tractor that is currently used in the park is 30 years old. Councilmember Witt made a motion, seconded by Councilmember Helton, to approve Resolution No. 3147. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3148 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE A TRIMAX SNAKE S2 TRI-DECK MOWER FROM LADD’S OF MEMPHIS USING THE TENNESSEE DEPARTMENT OF GENERAL SERVICES STATE-WIDE CONTRACT LISTING # 66045, PURSUANT TO TENNESSEE CODE ANNOTATED 12-3-1201(b)** - City Attorney Litchford read on caption. Director Wilson stated this equipment is needed because of the addition of four new soccer fields. Vice Mayor Chauncey made a motion, seconded by Councilmember Witt, to approve Resolution No. 3148. The vote was unanimous. Motion approved.

**New Police Car Purchase** – City Manager Dorsey discussed the need for a police vehicle to replace the one that was totaled last month. We have ordered two, but Chief Allen stated they are still in production waiting on computer chips. The Chief stated there is one available at Lonnie Cobb Ford that is on state contract, at a cost of \$40,517. We can use \$26,125 from the insurance reimbursement, \$6,995 from the drug fund for equipment, and the remainder can come out of the General Fund fund balance. Councilmember Cagle made a motion, seconded by Councilmember Helton, to purchase the vehicle and not to expend more than \$8,000 from the fund balance, which is the remaining amount. Ms. Qualls stated she has to do the budget amendment for the full cost of the car, and then offset the amounts coming in. Mr. Dorsey stated we need a resolution to approve the purchase of the vehicle at \$40,517 and have a budget amendment at the next meeting to reflect that amount, plus the \$6,995 from the drug fund and the \$7,397 from the fund balance. Councilmember Cagle and Councilmember Helton withdrew their motion and second. This item was assigned **Resolution No. 3149** and

City Attorney Litchford read the caption. Councilmember Witt made a motion, seconded by Councilmember Helton, to approve **Resolution No. 3149**. The vote was unanimous. Motion approved. Chief Allen will contact Lonnie Cobb Ford to see if the vehicle is still available.

**Presentation of FY 2022 Budget** – City Manager Dorsey stated the total amount of the budget is \$16,369,719 for general fund. Highlights include:

- Full year of salaries for two new police officers.
- Money for new permitting system for street cut permits.
- Incident base reporting system for the Police Department.
- Technology upgrades for City Hall.
- 3% cost of living increase for employees

We were able to do all this within the confines of the existing revenues at this time. He also stated there is a bad link on page 1 and on the revenue page as well. He will make the corrections and get that to the Council tomorrow.

Revenues came in better than anticipated. He believes we fared very well during the pandemic. Mr. Dorsey stated we need to look at dates for one or two work sessions to go over the budget, and give department heads the opportunity to discuss their needs.

City Manager Dorsey stated first reading will be June 10<sup>th</sup> with second reading on June 24<sup>th</sup>. He will send out an email to Council to check dates and get back with him.

**Discussion of Tentative Agenda Items for the May 27, 2021 Council Meeting (see Attachment A)**

**Old Business:** None

**New Business:**

**RESOLUTION NO. \_\_\_\_ – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR TO ENTER INTO A MASTER SERVICES AGREEMENT WITH WAYPOINT SOLUTIONS FOR SERVICES REGARDING INFORMATION TECHNOLOGY** – Mr. Dorsey stated this deals with having a secure network. He stated other cities’ computer systems have been compromised and this will add an extra layer of protection. IT Technician Love stated we are not obligated to purchase, but if we do, we can get discounted prices.

**RESOLUTION NO. \_\_\_\_ – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING PARTICIPATION BY THE CITY OF EAST RIDGE IN THE NATIONAL COOPERATIVE PURCHASING ALLIANCE (“NCPA”)** – Mr. Dorsey stated this is related to Item A. As a member, we do not have to bid out items; NCPA has already done that for their members. Mr. Love stated the alliance is for more than IT, it can be used for other departments to purchase items such as athletic equipment, etc.

**RESOLUTION NO. \_\_\_\_ - Contract for Conversion – Camp Jordan** – City Attorney Litchford stated that Council previously authorized the City to move forward in the process for a conversion because uses of grant funded projects can change. There is a \$10,000 required fee to the National Park Service, which the Chattanooga Red Wolves have offered to donate.

**RESOLUTION NO. \_\_\_\_ - Notice of Limitation of Use – Pioneer Park Splashpad/ Playground** – Assistant City Manager Custer stated this is for the LPRF grant. It will be attached to the deed to be classified for public use as a park. Surveys have been done and everything is ready to submit.

**RESOLUTION NO. \_\_\_\_ - Amendment of Employment Agreement for City Manager** – City Manager Dorsey has been discussing issues in his agreement with the Mayor and City Attorney. One of the main issues is the leave provision. He stated that since we changed our leave and sick time structure, as a second year City Manager, he has less leave time than a regular second year employee, plus his time does not carry over. He also would like to address salary issues in the agreement.

Assistant City Manager Custer recognized Supervisor Crystal Reno and Animal Control Officers Caroline Smith and Leigh Stacy, who are now accepted on the Disaster Animal Response Team. They can now respond to disasters involving animals outside of East Ridge and Hamilton County. He stated these employees are dedicated and do a wonderful job.

Mr. Custer thanked the Council and citizens. He started working with the City when he was 18 years old as a volunteer firefighter and worked his way up. He loves what he does and the people he works with and stated he will still be around for a few more months. He stated this has been the greatest experience of his life. He believes the City's future is bright.

Chief Allen returned after talking to a representative at Lonnie Cobb Ford regarding the vehicle that was discussed earlier in the meeting. He stated the vehicle is still available, but it is different from what we have purchased in the past, with the light bar being on top. The cost is \$41,392, which is \$800 more than discussed. Councilmember Helton made a motion, seconded by Councilmember Witt, to amend Resolution No. 3149, to approve the amount, "not to exceed 42,000." The vote was unanimous. Motion approved.

Councilmember Cagle asked for an update on an issue with WWTA, which has caused the center lines in the road to start sinking. Assistant City Manager Custer stated WWTA found no leakage. Some of the older lines were repaired and packed with gravel, and over time, the gravel settled. We will work with WWTA on a solution.

Being no further business, the meeting was adjourned.

**BUDGET WORK SESSION OF THE CITY COUNCIL  
OF THE CITY OF EAST RIDGE**

**May 26, 2021  
1:00 pm**

The East Ridge City Council met pursuant to notice on May 26, 2021, 1:00 pm at East Ridge City Hall for the purpose of holding a budget work session.

Mayor Williams called the meeting to order.

**Present were:** Mayor Williams, Vice Mayor Chauncey, Councilmember Helton, Councilmember Witt, City Manager Dorsey, and City Recorder Middleton. Councilmember Cagle and City Attorney Litchford were not present.

Staff members also present: Assistant City Manager Custer, Finance Director Qualls, Human Resources Manager Sinigaglio, Police Chief Allen, Traffic Control Supervisor Ailey, Sanitation Supervisor Parker, and Parks and Recreation Director Wilson.

City Manager Dorsey stated his purpose today is to go through the FY 2022 proposed budget. The budget is balanced at \$16,369,719. He stated our revenue has been steady during the Coronavirus pandemic. Most of our businesses are the types that can withstand during a pandemic. Bass Pro and drive-throughs weathered well.

His plan is to go through the budget and have department heads come up to address the needs of their departments.

Mr. Dorsey handed out information on municipal tax rates in Hamilton County. Ridgeside is the highest, then Chattanooga. East Ridge is the lowest of all the full-service cities but has one of the largest budgets in the County. In 2012 the tax rate was \$1.42 and the levy was \$4.9 million. The property tax financed half of our budget. In 2018, the rate dropped to \$1.3382, with the levy being \$4.9 million. The property tax paid 36.1% of the budget. Property tax this year is only funding 34% of the budget.

Mr. Dorsey discussed the following:

**REVENUES**

- Page 1 – General fund budget at \$16,369,719
- Page 2 – Shows last years’ actuals (for reference purposes only,) and next year’s budget requests.
- Page 3 – Revenues and expenditures by departments – balanced at \$16,369,719
- Page 4 – Graph of revenues and expenditures by department.
- Page 5 – General fund overview (highlights)
  - 3% cost of living for employees
  - Economic makeup
  - Revenue was steady even during the pandemic.
- Page 7 – General revenues net increase 2.7% from the FY2021 budget, due to the border region pass thru funds.
- Page 8 -

- Local taxes \$11,218,096 in FY 2021 to \$11,982,334 in FY 2022.
- Property taxes increased about \$100,000 (does not include new construction)
- Local sales tax – We get 1.125% and the remainder goes to schools. This year we are expecting \$2.9 million.
- Increase in border region number from \$2.5 to \$2.9 mil. A lot of this is passthrough money. Finance Director Qualls stated we expect to get more but wants to be conservative with the number and amend the budget if necessary.
- Licenses and permits – stayed approximately the same.
- Building permits – forecasted \$150,000 to \$200,000 - budgeted \$125,000

**Intergovernmental revenues:**

- Includes passthrough funds for fire and police supplements. We have to pay FICA, Social Security, and Medicare in the amount of approximately \$75 per employee.
- State sales tax numbers come from MTAS.
- State Hall income tax – discontinued.
- State beer tax – slight increase.
- Mixed drink tax, increasing from \$17,000 to \$50,000.

**Miscellaneous revenues:**

- Indoor Soccer revenues decreased because of COVID 19.
- Arena rentals decreased.
- Field rentals are very high possibly due to the fact that Chattanooga fields were shut down.
- Mayor Williams stated this is the last year of the Ridgeside contract for Fire and Police services. City Manager Dorsey spoke with the Mayor of Ridgeside and the Mayor is very happy with our services and would like to keep the current terms with a 3% increase.

Mr. Dorsey stated we did not have to use fund balance this year.

**EXPENDITURES**

Mr. Dorsey discussed the following except where otherwise indicated.

- **Administration**
  - We consolidated some of our variable debt into fixed debt and will save over \$950,000 over the next 20 years. We were able to get a rate of 1.5%.
  - 92% property tax collection rate.
  - We have new Human Resources Manager, Michelle Sinigaglio, who Mr. Dorsey introduced to Council.
  - Budget next year is \$780,000 which includes a 3% salary increase and new hires.
  - IT Technician Love has put together some computer safeguards to make sure we do not get hacked.
  - Finance Director Qualls stated the audit fees will go up because we must have an actuarial done and a single audit for the grant fund.
- **Mayor and Council** – Budget decreased \$8,000 because of no election. We included \$25,000 that was budgeted in 2021 for the centennial.

- **Judicial** – 3% salary increase except for Court Clerk and Judge. Patricia Cassidy, Court Clerk is requesting that we raise the starting pay for court employees from \$12.00 to \$15.00, because she cannot keep employees. Mayor Williams asked if we have done a study to see what it would take to get all employees up to where they need to be. Mr. Dorsey stated we have not done a full-scale study, but he wants to work on one.
- **City Attorney** – flat
- **General Government** – No increase in health insurance, and we will stay with Cigna for health and dental insurance.
- **City Hall Complex** – Increased slightly. This includes utilities, contract services for planters.
- **Library** – Patty Weaver, Head Librarian, discussed Library operations during COVID. They are opening by appointment for computer use. They have outdoor movies and staff is very creative with crafts and other programs.
- **History Museum** – New security system.
- **Building and Codes** – Assistant City Manager Custer
  - Changing one position for residential building inspector. Mike Flynn, Jr. will assume duties of Fire Inspector. Everyone will report to the building official.
  - Additional education and training.
  - Engineering services increased to \$80,000.
  - New permitting software – \$50,000. It can be used for permits and street cuts.
- **Animal Services** – Assistant City Manager Custer
  - Slight increase, overtime increases
  - They are part of Disaster Area Response Team (DART) .
  - 227 animals adopted out last year with over 1,000 calls for service with three employees.
  - Wanted to purchase vehicle by end of this budget for \$24,000+ under state-wide contract.
  - We have discussed a new animal services facility for years, but costs could be as high as \$1 million.
- **Economic and Community Development**
  - Finance Director Qualls stated we transfer funds for border region incentive agreements, pay attorney’s fee for border region issues and pay Retail Strategies.
  - City Manager Dorsey stated Carta Care-a-Van fee comes from this line item. We have spent over \$15,000 this year with two months left in the fiscal year. The service has 15 riders in the entire City with 3 or 4 heavy users. We had a grant for this in the past and the grant is coming back up. Mr. Dorsey believes the cost and benefit do not make sense because of the small number of riders.
- **Police** – Increase from \$4.6 million to \$4.9 million. We absorbed the 2 new officers that council approved. The Chiefs’ goals are to deter crime, increase staffing levels, partner with codes for substandard housing, increase community outreach, work on

accreditation, implement a career development plan, and implement a records management plan.

- PD administration – salaries 3% increase
- Criminal investigation – salary increase.
- Patrol – 2 new officers are in this budget.
- Traffic – slight increase from \$142,000 to \$151,000
- School Crossing Guards – Mr. Dorsey stated the crossing guards used to be for the safety of children crossing the street. In some places, this is still the case, but the majority of children do not cross streets. The crossing guards are there only to direct vehicular traffic, which he believes is not their job. He is concerned about their safety standing in the middle of the road. Chief Allen stated we have had two open positions for school patrol for over two years and cannot get them filled. Mr. Dorsey would like to look at eliminating the posts at the two private schools in East Ridge, therefore eliminating the two open positions.

Chief Allen presented the needs of the department as follows:

- New cars – Out of the 55 police vehicles, 2 are Jeep Cherokees, 2 are prisoner transport vans, and 1 is a SWAT vehicle. Out of the 50 that are left, 10 of those have over 100,000 miles. We also have trouble with our Dodge Charger vehicles and the Chief wants to replace some of those. He is requesting to purchase 14 vehicles – 8 F-150's and 6 interceptor SUVs, for a total will be \$548,728.
  - Additional positions – Assistant Chief Uselton – AC Uselton stated with more retail development and more attractions, we need more officers, plus we are the most densely populated city in TN. They are requesting 2 officers for traffic, 2 for crime suppression, and 1 community outreach officer (neighborhood watch, citizens police academy, records request, court liaison.)
  - Salary proposal – The Chief is proposing a plan that would increase the starting salary, then give increases on the employee's third, sixth, and ninth anniversaries. He stated the Records Clerks do not make what other cities pay. Mr. Dorsey stated the issue is that a lot of employees are underpaid.
  - New building – The Chief stated the Police Department does not have to be on Ringgold Road, and the current property sits in the Border Region. Assistant City Manager Custer stated we have been working on this issue since 2015 and there could be interest in this property for the Border Region.
- **Fire** - Assistant City Manager Custer
    - Slight personnel increase
    - No capital purchases.
    - Structure has not changed.
    - Education and training additional \$1,000 for a total of \$10,000 and extra training in fire prevention
    - Other Budget requests
      - Floating firefighter/engineer position \$25,000+ – used funds for captains positions last year.
      - Fire engine replacement – Squad 2 Rosenbauer needs to be rolled off because of continuous repairs, \$700,000 for a new one or \$144,000 per year.
      - Added \$71,000 to maintenance budget and equipment for new ladder truck.

- Rescue medical vehicle – He will discuss with Chief Williams on getting a price.
- Manpower – Call load has risen – Looking at various options, which could cost approximately \$995,277
- Swift water raft
- Airpark bottles
- One of our ambulance services is coming off rotation July 1<sup>st</sup> and we are looking at different options. We are only department in Hamilton County that does not use Hamilton County EMS; we use private services.

Mayor Williams asked how purchasing the fire engine replacement would affect this years' budget. Mr. Custer stated we could do a deposit and then do incremental payments. Mr. Dorsey stated we could add the \$144,000 to the budget for a deposit.

- **Parks and Recreation** – Director Wilson

Field rentals, RV camping, sports registrations have all increased. Mr. Wilson presented items he is requesting the Council to consider as follows:

- Turn current arena into multiuse sports facility. Put down wood floors. Have basketball, volleyball, wrestling, boxing, camps, etc. – Cost \$940,000 for conversion of Arena, \$375,000 for flooring, \$136,000 to fix roof leaks, \$54,000 for basketball goals. He presented a support letter from various groups showing the economic impact projections. Border Region funds, hotel/motel tax, sponsorships, etc., could pay for the upgrades. Trade shows such as JBF, the coin shows, etc. could be worked into the schedule.
- Three additional park attendants – He has three people who have to work every weekend. With three additional employees, he could alternate letting people off on weekends.
- Top dresser for soccer fields, baseball/softball fields - \$15,000

City Manager Dorsey discussed the Parks and Recreation budget as follows:

- General Recreation - Salary increases
- Arena –3% increase for employees
- Com center – 3% increase for employees, splashpad (not sure of all costs)
- McBrien – flat
- Recreation Soccer rec – Revenues slightly lower
- Indoor Soccer– same
- Baseball/Softball – same
- Football Cheerleading – participation has gone down.
- Adult Softball – Huge increase

City Manager Dorsey stated that Council waives the fee for some non-profit organizations to use the facilities at Camp Jordan. It is not free to the City; we still have to pay employees, utilities, etc. He suggested having specific nights at the Community Center for these organizations to meet and only charge them for employee costs. Finance Director Qualls stated a non-profit has to provide a financial report to the City if we waive the fee for them. We could also lose a revenue opportunity for someone else who is willing to pay to rent a facility.

- **Public Works** - Assistant City Manager Custer (Solid Waste, Street Dept., Traffic Control)
  - 3% salary increase.
  - Added training for Street Department, Traffic and Solid Waste.
  - Requesting funding for two positions in Streets that were unfunded in last year's budget.
  - Street and sidewalk repair – \$110,000
  - Traffic Control – They do a great job and manage their budget very well. We have included more funds for education and training, added back cost of paint and are requesting a laborer position (they maintain 22 traffic cabinets)
  - Solid waste – Added an Assistant Supervisor position that was removed a few years ago and should not have been.
- **Operating Transfers** – Includes transfers to debt service.
- **State Street Aid** – Assistant City Manager Custer – Revenues from gas taxes. We will have a city-wide inventory of streets we need to resurface, based on the condition of road and utilization. Resurfacing cost \$63,000 per road mile. We have 3.6 million from the American Recovery Act to spend on Ringgold Road, with some that can be used for stormwater.
- **Grant Fund** – The two big grants we have, the splashpad and the multi-modal, are in the capital projects fund. The small grants are in the grant fund.
- **Drug Fund** – Low balance at this time
- **Economic Development Fund** – Incentive payments for border region and debt
- **Solid Waste** – Our landfill contract has expired, and we have been approached by a company that would like to operate the transfer station. The immediate need is to add the Assistant Supervisor position back.
- **Debt service** – Finance Director Qualls stated the way we distribute the money will change.
- **Capital Projects**
  - Splashpad \$500,000 and multimodal \$2.7 million.
  - Building upgrades
  - Resurfacing projects – Hilton Drive and McDonald Road
  - Parks and Rec – Renovations to soccer fields

Mr. Dorsey stated we have a second work session scheduled for June 3, 2021 at 1 pm.

The meeting was adjourned.

**REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF EAST RIDGE**

**May 27, 2021  
6:00 pm**

The East Ridge City Council met pursuant to notice on May 27, 2021, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Pastor Pamela Beard, Action Church, gave the invocation. All joined in the Pledge of Allegiance to the Flag.

**Present were:** Mayor Williams, Vice Mayor Chauncey, Councilmember Helton, Councilmember Witt, City Manager Dorsey, City Attorney Litchford, and City Recorder Middleton. Councilmember Cagle was not present.

**Special Proclamation:** Councilmember Helton presented a proclamation on behalf of Hamilton County delegation and Governor Lee to Corporal Terry Prescott. Mayor Williams also presented a proclamation to Corporal Terry Prescott, who survived gunshot wounds while making a traffic stop on Ringgold Road.

**Approval of Minutes May 13, 2021 Council Meeting:** Vice Mayor Chauncey made a motion, seconded by Councilmember Witt, to approve the minutes. The vote was unanimous. Motion approved.

**Communication from Citizens:** None

**Communication from Councilmembers:**

Councilmember Witt thanked everyone that came out for the volunteer meeting for the 100-year celebration, which will be held on September 25, 2021.

Councilmember Helton and Vice Mayor Chauncey had nothing at this time.

Mayor Williams discussed the following:

- He asked everyone to keep former State Representative Mike Carter's family in their prayers after his recent passing.
- The Chattanooga Red Wolves home opener was May 22<sup>nd</sup>. They had new lights installed, plus they won the game in the last two minutes. Saturday, at 7:00 pm is their next home game.
- Monday, May 31<sup>st</sup>, there will be a Memorial Day service at 1 pm at City Hall.
- The Library will have an outdoor story time on Tuesday, June 1<sup>st</sup>. Call before you come.
- The Mayor thanked council for holding the budget workshop. The budget is currently balanced but there are some additional funding requests.

**Communication from City Manager:**

- Mr. Dorsey thanked council for coming to the budget workshop. It was very productive.
- We have a second workshop on June 3<sup>rd</sup>, but we can cancel if necessary.
- On Friday, May 28<sup>th</sup>, the City Manager has planned a cookout to show appreciation to the employees and the council is invited.

**Old Business:** None

**New Business:**

**RESOLUTION NO. 3150 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING PARTICIPATION BY THE CITY OF EAST RIDGE IN THE NATIONAL COOPERATIVE PURCHASING ALLIANCE (“NCPA”)** – City Attorney Litchford read on caption. Josh Love, IT Technician, stated by joining this cooperative, it will allow the city to purchase IT, office equipment, athletic equipment, etc. without going out for bids and we would get them at a discount. This is tied to the Waypoint resolution. City Manager Dorsey stated we are allowed under state law, to join these purchasing cooperatives, which are similar to the state contract. Councilmember Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 3150. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3151 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR TO ENTER INTO A MASTER SERVICES AGREEMENT WITH WAYPOINT SOLUTIONS FOR SERVICES REGARDING INFORMATION TECHNOLOGY**– City Attorney Litchford read on caption. IT Technician Love stated that this is a service that would design and replace outdated equipment, and secure our system and firewalls, but we are under no obligation to purchase. Councilmember Witt made a motion, seconded by Councilmember Helton, to approve Resolution No. 3151. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3152 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE THE REVENUE CONTRACT BETWEEN THE STATE OF TENNESSEE, TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION AND THE CITY OF EAST RIDGE TO PROCESS THE CONVERSION REQUEST CERTAIN PROPERTY LOCATED IN CAMP JORDAN PURSUANT TO 36 C.F.R. 59** – City Attorney Litchford read on caption. Mr. Litchford stated this process has been going on for two years. We have been waiting on environmental reports which possibly could be ready by next week. This resolution approves a contract to submit information to TDEC for their review and approval. Vice Mayor Chauncey made a motion, seconded by Councilmember Helton to approve Resolution No. 3152. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3153 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ACCEPT AND RECORD THE TERMS OF THE NOTICE OF LIMITATION OF USE REGARDING THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION (TDEC) LOCAL PARKS AND**

**RECREATION FUND (LPRF) GRANT**– City Attorney Litchford read on caption. Assistant City Manager Custer stated when this notice of limitation is recorded, the park where the splashpad sits will remain as a park in perpetuity because we are accepting grant funds for construction. Councilmember Witt made a motion, seconded by Vice Mayor Chauncey, to approve Resolution No. 3153. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3154 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING AN AMENDMENT TO CONTRACT FOR TALLEY CONSTRUCTION, CO. FOR ADDITIONAL STREET IMPROVEMENTS ON NORTH MACK SMITH ROAD** – City Attorney Litchford read on caption. Assistant City Manager Custer stated that in September 202, Council approved Talley Construction for resurfacing certain City streets, including McDonald Road and Hilton Drive. Additional work needs to be done on the portion of North Mack Smith Road where it intersects with Spring Creek Road, which include paving, sidewalks, electrical, and landscaping. Talley was the sole bidder on the original project, so the contract with Talley allows for additions such as this to be made. Cost of the additions is \$314,957.14 Councilmember Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 3154. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3155 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE APPROVING A TEMPORARY SPECIAL EVENTS BEER PERMIT FOR RANDY CARPENTER, ON BEHALF OF CLYDE MASTERS PRODUCTIONS FOR A FIREFIGHTERS BENEFIT CONCERT**– City Attorney Litchford read on caption. Director Wilson stated that Randy Carpenter has applied to sell beer at this concert. Staff recommends approval. Vice Mayor Chauncey made a motion, seconded by Councilmember Helton, to approve Resolution No. 3155. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3156 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO APPROVE THE PURCHASE OF A CATHODIC PROTECTION EASEMENT BY THE COLONIAL PIPELINE COMPANY**– City Attorney Litchford read on caption. City Manager Dorsey stated that a branch of the Colonial Pipeline runs through Camp Jordan. Colonial Pipeline is requesting an easement to install a cathodic rectifier in order to limit corrosion in the pipes. If it is installed in the current location, it will be in the middle of the field. If Council approves, it will be installed on the side near the confluence of the creeks. Colonial will give the City \$1,000 for the easement and also donate \$1,000 to Camp Jordan when the project is completed. Councilmember Helton made a motion, seconded by Councilmember Witt, to approve Resolution No. 3156. The vote was unanimous. Motion approved.

Discussion of Tentative Agenda Items for the June 10, 2021 Council Meeting (see Attachment A)

**Old Business:** None

**New Business:**

**ORDINANCE NO. \_\_\_\_ - Approval of FY 2022 Budget (1<sup>st</sup> reading)** – First reading will be on June 10<sup>th</sup> and second reading will be on June 24<sup>th</sup>. Mr. Dorsey stated we would also have add a tax ordinance to the agenda. This is the general revenue ordinance for the City.

**ORDINANCE NO. \_\_\_\_ Tax ordinance (1<sup>st</sup> reading)** – Mr. Dorey stated this year we would have to have an ordinance setting an interim tax rate because of the reappraisal and the recertification of the tax rate. We will get a certified tax rate in August.

**ORDINANCE NO. \_\_\_\_ - Budget Amendment (1<sup>st</sup> reading)** – Finance Director Qualls stated this is the final budget amendment for this fiscal year. It will be for the Police car, and any other housekeeping items.

Councilmember Helton and Mayor Williams wished everyone a safe and happy Memorial Day.

Being no further business, the meeting was adjourned.