Gatlinburg City Commission
June 18, 2024
Meeting Minutes

The Gatlinburg Board of Commissioners met in a regular meeting on Tuesday, June 18, 2024, at 6:00 P.M. in the City Council Room. All the members were present. Mayor Mike Werner called the meeting to order and led the Pledge of Allegiance. Finance Director Robert Holt gave the Invocation.

The next Item on the Agenda was the election of the Mayor. Vice Mayor Mark McCown nominated Mayor Werner to be elected for the position of Mayor which was seconded by Commissioner Jay Horner. The nomination of Mayor Werner was unanimously approved. Mayor Werner then called for nominations for Vice Mayor. Commissioner Horner nominated Vice Mayor McCown to be elected for the position of Vice Mayor which was seconded by Mayor Werner. The nomination of Vice Mayor McCown was unanimously approved.

Mayor Werner then called for a motion to approve the Minutes of the regular meeting of May 21, 2024. Commissioner Horner made a motion to approve the Minutes which was seconded by Vice Mayor McCown and then unanimously adopted.

The City Manager reported and/or requested:

(1) that he would like to congratulate the Gatlinburg-Pittman High School soccer team and coach Zach Schrandt and all of the players for their TSSAA Class A State Championship victory in Murfreesboro in late May; and,

(2) that he wanted to announce that the Gatlinburg Police Department will hold its annual Kids Camp from July 22 through July 26 and that the camp is open to children ages 9 through 13 and that registration is underway; and,

(3) that he would like to also announce that the Gatlinburg Fire Department will hold its annual Kids Camp from July 29 through August 2 and that registration for the camp is full; and,

(4) that he wanted to remind everyone that the Gatlinburg Convention and Visitors Bureau is preparing for its annual Independence Day Celebrations, which include the 49th Annual Fourth of July Midnight Parade, the annual River Raft Regatta, and a fireworks show at the Space Needle to conclude the celebration; and,

(5) that he would like to announce that the Gatlinburg Fire Department will hold a Firewise Neighborhood Preparedness Event for North Gatlinburg at the Herbert Holt Park pavilion on Saturday, July 20 from 10 a.m. until 4 p.m. and that the event will focus on providing safety information and free Firewise evaluations; and,

(6) that he would like to ask for approval from the City Commission to sign the Contract for the Luzerne Court Road Repair, which was funded by the approval of the FY 23-24 Mid-Year Budget Amendment and that Bids were recently opened and the low bid was in the amount of $230,000 by Charles Blalock and Sons, Inc. The City Manager further explained that Contract documents could not be prepared in time for tonight's meeting and that the Project needs to begin before the July 16, 2024, City Commission meeting. Commissioner Reagan made a motion to

approve the City Manager to sign the Contract which was seconded by Commissioner Horner. The motion to approve the City Manager to sign the Contract was unanimously adopted.

New Business:

DISCUSSION AND CONSIDERATION OF APPROVING A CONTRACT WITH CITY WIDE FACILITY SOLUTIONS FOR THE CLEANING OF THE COMMUNITY CENTER.

Item a under New Business was discussion and consideration of approving a Contract with City Wide Facility Solutions for the cleaning of the Community Center. Vice Mayor McCown made a motion to approve the Contract which was seconded by Commissioner Reagan. The City Manager explained that this is a proposed Contract with City Wide Facility Solutions, which was the low bid out of three bids, which were opened on May 28 for janitorial services for the cleaning of the Gatlinburg Community Center. The City Manager further explained that the proposed Contract is in the amount of $67,080 and covers 12 months and that City Wide Facility Solutions currently provides janitorial services to the Community Center. Mayor Werner asked if the company does a satisfactory job and the Recreation Director explained that they do, and that the Department has a good relationship with the vendor. Following these comments, the motion to approve the Contract was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING A LEASE AGREEMENT WITH PITNEY BOWES FOR THE POSTAGE MACHINE THROUGH A SOURCEWELL CONTRACT.

Item B under New Business was discussion and consideration of approving a Lease Agreement with Pitney Bowes for the postage machine through a Sourcewell Contract. Commissioner Reagan made a motion to approve the lease Agreement which was seconded by Commissioner Horner. The Finance Director explained that this agreement is for the postage machine, which is up for renewal in July 2024 and Pitney Bowes has provided this equipment for over 20 years. Following these comments, the motion to approve the lease Agreement was unanimously adopted.

ORDINANCE NUMBER 2614, AN ORDINANCE TO AMEND THE MUNICIPAL CODE BY ADDING AN ADDITIONAL CHAPTER THERETO, BEING CHAPTER 6 OF TITLE 14, AND FURTHER BEING THE ADOPTION OF AN AMENDED STORM WATER ORDINANCE, AND FURTHER REMOVING A CHAPTER FROM THE MUNICIPAL CODE, BEING CHAPTER 4 OF TITLE 18, THE EXISTING STORM WATER ORDINANCE, FIRST READING (Passed Planning Commission 5-16-2024).

Item C under New Business was Ordinance Number 2614, an Ordinance to amend the Municipal Code by adding an additional Chapter thereto, being Chapter 6 of Title 14, and further the adoption of an amended Storm Water Ordinance, and further removing a chapter from the Municipal Code, being Chapter 4 of Title 18, the existing Storm Water Ordinance, First Reading (Passed Planning Commission 5-16-2024). Commissioner Horner made a motion to adopt the Ordinance on first reading which was seconded by Vice Mayor McCown. The City Manager explained that the City's Stormwater Ordinance has recently undergone updates, which are the first revisions to the Ordinance in three years, to ensure compliance with TDEC standards and incorporate updates to align with neighboring cities and Sevier County. The Planning Director stated that the City's Stormwater Coordinator has been working on the revisions to the Ordinance with his colleagues in neighboring cities and that this was a progressive update. Following these comments, the motion to adopt the Ordinance on first reading was unanimously approved.

DISCUSSION AND CONSIDERATION OF APPROVING A CHANGE ORDER TO HORNER BUILDING COMPANY, LLC RELATED TO CONSTRUCTION OF A STORAGE BUILDING AT THE PUBLIC WORKS COMPLEX.

Item D under New Business was discussion and consideration of approving a Change Order to Horner Building Company, LLC related to the construction of a storage building at the Public Works Complex. Commissioner Reagan made a motion to approve the Change Order which was seconded by Vice Mayor McCown. The City Manager explained that this Change Order is related to the construction of a 40 foot by 75-foot records storage building. This change order is in the amount of $310,465.33 and will add 120 days to the Project timeline. There is over $330,000 available in the Project Account to cover this expenditure. Following these comments, the motion to approve the Change Order was adopted with the vote as follows: Mayor Werner, Vice Mayor McCown, Commissioner Reagan, and Commissioner Kirby Smith voting aye and Commissioner Horner abstaining.

DISCUSSION AND CONSIDERATION OF APPROVING A CHANGE ORDER TO HORNER BUILDING COMPANY, LLC RELATED TO LABOR AND MATERIALS FOR THE BACK UP GENERATOR FOR THE SERVICE CENTER AT THE PUBLIC WORKS COMPLEX.

Item E under New Business was discussion and consideration of approving a Change Order to Horner Building Company, LLC related to the Labor and materials for the back up generator for the Service Center at the Public Works Complex. Vice Mayor McCown made a motion to approve the Change Order which was seconded by Commissioner Reagan. The City Manager explained that this Change Order is related to labor and materials associated with the function of the backup generator for the operations of the Service Center. The total amount of the Change Order is $84,019.53. Following these comments, the motion to approve the Change Order was adopted with the vote as follows: Mayor Werner, Vice Mayor McCown, Commissioner Reagan, and Commissioner Kirby Smith voting aye and Commissioner Horner abstaining.

RESOLUTION NUMBER 1014, A RESOLUTION AUTHORIZING THE CITY TO JOIN THE STATE OF TENNESSEE AND OTHER LOCAL GOVERNMENTS AS PARTICIPANTS IN CURRENT AND FUTURE OPIOID SETTLEMENT.

Item F under New Business was Resolution Number 1014, a Resolution authorizing the City to join the State of Tennessee and other local Governments as participants in current and future Opioid Settlement. Vice Mayor McCown made a motion to adopt the Resolution which was seconded by Commissioner Horner. The Finance Director explained that this Resolution allows the City to be included in a new wave of payouts related to the recent opioid settlement with Kroger, which is a result of a lawsuit in which the Tennessee Attorney General is a plaintiff. In May 2021, the Tennessee General Assembly passed a statute which allows any City or County in the State which passes an authorizing Resolution to receive a share of the settlement amount awarded to the State of Tennessee. It is anticipated that monies will be paid out in installments over several years and funds will be required to be used in efforts to combat drug abuse. Following these comments, the motion to adopt the Resolution was unanimously approved.

DISCUSSION AND CONSIDERATION OF MAKING AN APPOINTMENT TO THE PLANNING COMMISSION.

Item G under New Business was discussion and consideration of making an appointment to the Planning Commission. Vice Mayor McCown made a motion to reappoint Commissioner Horner to the Planning Commission which was seconded by Commissioner Smith. The motion to reappoint Commissioner Horner to the Planning Commission was unanimously adopted.

DISCUSSION AND CONSIDERATION OF APPROVING APPOINTMENTS TO THE ANNA PORTER PUBLIC LIBRARY BOARD.

Item H under New Business was discussion and consideration of approving appointments to the Anna Porter Public Library Board. The City Manager explained that in Commissioner's Agenda package, information was provided by the Anna Porter Public Library regarding approval of three new board members, who are Susan Helms, Karen Honniball, and Debra McDermitt. The City Manager also explained that the State has advised the City that this action confirming the Library Board appointments was necessary, due to the amount of funding that the City provides to the Library. Vice Mayor McCown made a motion to approve the appointments which was seconded by Commissioner Horner. The motion to approve the appointments was unanimously adopted.

ORDINANCE NUMBER 2615, APPROPRIATING AN AMOUNT SUFFICIENT TO COVER THE NECESSARY EXPENSES OF THE VARIOUS DEPARTMENTS, OFFICES AND BOARDS OF THE CITY PENDING THE FINAL PASSAGE OF THE ANNUAL APPROPRIATION ORDINANCE FOR THE FISCAL YEAR 2023-2024, First Reading.

Item I under New Business was Ordinance Number 2615, appropriating an amount sufficient to cover the necessary expenses of the various Departments, offices and Boards of the City Pending the Final passage of the Annual Appropriation Ordinance for the Fiscal Year 2023-2024, First Reading. Commissioner Horner made a motion to adopt the Ordinance on first reading which was seconded by Vice Mayor McCown. Mayor Werner stated that this is a housekeeping item approved each year, which appropriates a sufficient amount of money to cover necessary expenses of the City, pending the final passage of the Fiscal Year 2024-25 Budget. Following these comments, the motion to adopt the Ordinance on first reading was unanimously approved.

UNSCHEDULED ITEMS:

Commissioner Chad Reagan

(1) Stated that he was glad to have his daughter in attendance with him at the meeting this evening.

Mayor Mike Werner

(1) Stated that he appreciated his fellow commissioner's confidence and vote to serve another year as Mayor.

(2) Stated that he wanted to congratulate Vice Mayor McCown for being elected to serve another year as the Vice Mayor.

There being no further business to come before the City Commission, Vice Mayor McCown made a motion to adjourn. Commissioner Reagan seconded the motion which was unanimously adopted.

Mike Werner, Mayor

Greg Patterson, City Recorder
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