

MINUTES

November 12, 2013

The Winchester City Council met in a regular session on Tuesday, November 12, 2013, beginning at 6:00 p.m.

Present and participating were: Mayor Terry Harrell, presiding; City Administrator Beth Rhoton, Judy Baker, City Recorder; various Department Heads; news media; and the following Council members:

Present: Councilman Bell
Councilman Hart
Councilman Snead
Councilman Spencer
Councilman Womack

Absent: Greg O'Neal, City Attorney

Mayor Harrell called the meeting to order, Officer Ryan Marlin offered the prayer, and Councilman Bell led the audience in the Pledge of Allegiance.

Under requests, addresses or presentations, the Council heard the quarterly financial report presented by Finance Director Martha Carol Luttrell for period ending September, 2013. Mrs. Luttrell stated that we are on target for revenue and under overall on the projected expenditures, and requested approval of the financial report. Motion for approval was made by Councilman Hart, seconded by Councilman Bell, and all voted in favor of said motion.

In the only order of unfinished business, the reading of the minutes from the October 8, 2013, regular Council meeting was dispensed and approved on a motion by Councilman Spencer, seconded by Councilman Hart, and all voted in favor of said motion.

In the first order of new business, City Administrator Beth Rhoton presented the only bid received for the TDOT Surface Transportation Project for completion of five roadway and drainage improvements projects located around the city. The five locations are: Old Cowan Road for storm drainage improvements, First Avenue Southeast for storm drainage improvements, Sharp Springs Road at Bible Crossing for turning radius improvements, Holders Cove Road for site distance improvements and overlay, and East Petty Lane for roadway widening and overlay.

Robertson-Vaughn Construction	\$786,779.95
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Mrs. Rhoton stated that our engineering consultants, Dempsey, Dilling & Associates, reviewed the bid and recommended the project be awarded to Robertson-Vaughn Construction, in the amount of \$786,779.95, pending TDOT's concurrence. Motion for approval was made by Councilman Womack, seconded by Councilman Hart, and all voted in favor of said motion.

Next, Fire Chief Gary Greeson presented the following bids to the Council for a Thermal Imaging Camera for the Fire Department:

Mid-South Emergency Equipment	\$6,800.00
Heritage Fire Equipment, Inc.	\$5,375.00 (160x120)
Heritage Fire Equipment, Inc.	\$6,615.00 (320x240)
Heritage Fire Equipment, Inc.	\$6,750.00 (320x240 Demo)

Chief Gary Greeson discussed the pros and cons of each of these cameras and recommended the purchase of the demo camera. Motion to approve the bid by Heritage Fire Equipment for the demo thermal imaging camera in the amount of \$6,750.00 was made by Councilman Hart, seconded by Councilman Spencer, and all voted in favor of said motion.

Next, Fire Chief Greeson requested permission to change one sentence in the Fire Department's Standard Operating Procedure Manual regarding Rules and Regulations Section II, (K) Residence and Telephone Requirements, .03 to increase the distance that members shall live within the city limits of Winchester from five (5) miles to seven (7) miles. The section of the sentence being changed originally read: Members shall live within five miles of Winchester. The sentence will now read: **Members shall live within 7 (seven) miles of the city limits of Winchester.** This change increases the mileage and clarifies that the mileage is now set to be within the city limits of Winchester. Motion for approval was made by Councilman Bell, seconded by Councilman Hart, and all voted in favor of said motion.

Next, Financial Director Martha Carol Luttrell requested permission to pay an emergency repair bill to REA Service, Inc. for labor, service and parts for Dectron for the Swimplex in the amount of \$15,273.78. She informed the Council that a budget amendment was not necessary due to a reimbursement received from insurance for the lightning strike at the Swimplex. Motion to approve the emergency repair was made by Councilman Hart, seconded by Councilman Spencer, and the motion passed unanimously.

Next, the Council approved Resolution #844, to award the bid for installation of downtown signage to Jarvis Signs in the amount of \$16,704.00. Motion for approval was made by Councilman Snead, seconded by Councilman Spencer, and the motion passed unanimously.

Next, Fire Chief Gary Greeson requested permission to apply for a FEMA Assistance to Firefighter's grant. He stated that this would be a 90/10 matching grant and the amount of the total grant would be \$77,550.00, with the city's portion being \$7,750.00. This grant will be used for twenty (20) sets of turnout gear at \$2,500.00 per set for a total of \$50,000.00 and for five (5) SCBA air packs at \$5,500.00 per pack for a total of \$27,500.00, which makes the total grant being 77,550.00. Motion to approve was made by Councilman Bell, seconded by Councilman Spencer, and the motion passed unanimously.

Next, the Council approved the first reading of Ordinance #965, to establish absentee by mail ballot voting procedures for non-resident property owners in municipal elections. Councilman Womack made a motion to approve the 1st reading, seconded by Councilman Snead, and the motion passed unanimously by the following roll call vote:

Ayes: Councilman Snead
Councilman Bell
Councilman Hart
Councilman Spencer
Councilman Womack

Nays: None

Next, City Administrator Beth Rhoton presented a request for the Airport to apply for a grant in the amount of \$965,000.00. She stated this would be a 95/5 matching grant with the city's 5% match being \$48,250.00. The Airport has some monies left in capital outlay to pay \$27,500.00 of this match, but a budget amendment would be necessary for the remaining match of \$22,000.00. Plans are to build a new T-Hanger that will make room for 10-12 additional planes. Motion for approval was made by Councilman Hart, seconded by Councilman Snead, and all voted in favor of said motion.

Next, City Administrator Beth Rhoton presented the below list of bids received for the TDOT Enhancement Program Sidewalk Phase III. This Gateway Improvement Project is being administered through TDOT with funds from the Federal Highway Administration (FHWA) for the sidewalk enhancement project from the north of the Downtown Square (at the Masonic Lodge) heading northwest to the Dinah Shore Bridge.

Sain Construction Company	\$562,694.00
Robertson-Vaughn Const.	\$705,933.02

Mrs. Rhoton stated that our engineering consultants, Dempsey, Dilling & Associates, reviewed the bid and recommended the project be awarded to Sain Construction Company in the amount of \$562,694.00 pending TDOT's concurrence. Motion for approval was made by Councilman Spencer, seconded by Councilman Womack, and all voted in favor of said motion.

Last under new business, Mayor Harrell stated the Winchester Design Review Committee has been working on filling a vacant seat and Councilman Snead has a recommendation for an appointment. Councilman Snead made a motion to appoint Russell (Rusty) Keith to the Winchester Design Review Committee, seconded by Councilman Spencer, the motion which then passed by a unanimous vote. Mr. Keith will fill the vacancy left when Mike Stallins resigned in October.

Under Council communications, updates and reports: Councilman Snead reported that the Dogwood Committee has a great headliner band for the May 2015 International Dogwood Festival. He further stated that that the band has asked that their name not be announced until the first of the year as they have fundraising concerts

for children booked for the remainder of this year and don't want to negatively impact their ticket sales with our free concert. Councilman Snead also reported that the Downtown Review Commission has met and will be sending their recommended amendments for the sign ordinance to the Planning Commission for their consideration at their next meeting. Councilman Womack said that it's time to shop for Christmas and reminded everyone to spend their tax dollars locally.

Under his communications, Mayor Harrell stated that everyone was going to be so pleased with the announcement of the Dogwood Festival headlining band that there may not even be enough standing room! He said many people have asked why we haven't already booked this band at our festival.

The power went out on a large part of the north side of the square during this council meeting. The power flicked on and off a couple of times and then was lost completely and one-half to two-thirds of the council meeting was held in the dark. Fire Chief Greeson brought in flashlights and people with flashlights on their cell phones turned those on and the City Council meeting carried on as if nothing unusual had happened. Mayor Harrell stated that this was the first time a power outage had occurred during a Council meeting.

With no further business to be brought before the Council, the meeting adjourned on a motion by Councilman Bell, seconded by Councilman Hart, and all voted in favor of said motion.

City of Winchester's website is:

www.winchester-tn.com

and the

International Dogwood Festival website is:

www.winchesterdogwoodfestival.com

Terry Harrell, Mayor
City of Winchester

Attest:

Beth Rhoton, City Recorder

Minutes taken & typed by: Judy Baker

Date of Meeting: November 12, 2013

