

# CITY OF FAIRVIEW

## BOARD OF COMMISSIONERS MEETING MINUTES

March 19, 2015

Patti L Carroll, Mayor  
Toney R Sutton, Vice-Mayor  
Allen Bissell, Commissioner  
Shannon L Crutcher, Commissioner  
Stuart L Johnson, Commissioner  
Wayne Hall, City Manager  
Larry Cantrell, City Attorney  
Brandy Johnson, City Recorder

Present: Carroll, Sutton, Bissell, Johnson

Others Present: Hall, Cantrell, Humber, Daugherty, Johnson, Paisley

Absent: Crutcher

**1. Call to order by Mayor Carroll**

A. Prayer and Pledge led by Commissioner Johnson

**2. Approval of the Agenda –** Vice Mayor Sutton made a motion for approval with Commissioner Johnson seconding. All were in favor.

**3. Citizen Comments – (Limited to the first 5 citizens to sign in and a limit of 3 minutes each).** – No comments.

**4. Awards and/or Recognitions –**

A. Employee of the Month – Mr. Hall presented Employee of the Month certificates to the Parks Maintenance Division consisting of Keith Paisley, Parks Director; Bryan Bissell, Parks Superintendent; Randy Beck, Fleet Mechanic and Justin Tomlin, Parks Worker. Hall praised their continuous efforts on any task delegated to them but especially for taking the reins on the new bridge over Turnbull Creek in Bowie Park. They designed and executed the bridge in-house and have provided a safe, dry way to cross the creek.

Vice Mayor Sutton thanked MTEMC for donating the electric poles which staff utilized to form the foundation for the bridge at Turnbull Creek.

**5. Public Announcements –**

- A. City Manager Hall issues a reminder of emissions testing every Monday and Tuesday from 7:30 am until noon.
- B. Mayor Carroll announces Clean Sweep on Saturday, March 28<sup>th</sup> beginning at 8:30 am at First Bank

**6. Staff Comments –**

A. CFO Tom Daugherty states that for the month of February revenue exceeded expenses for the fourth month in a row. Daugherty states there is a special Finance Review Committee meeting next Thursday night and a joint Finance Review Committee/Board of Commissioners workshop on March 31<sup>st</sup>. Mayor Carroll asked if he received the latest sales tax figures and Daugherty stated he has and now believes the 60 day calculation was correct after all noting they hoped for \$130,000 but will receive \$92,000. Carroll asks what we will change after receiving this news and Daugherty states we are watching everything really close and will look at next week. Daugherty announces that we are really close to having OpenGov up and running.

- B. Parks/Streets Director Keith Paisley thanked the volunteers who came out to plant trees noting 55 volunteers planted 500 trees in one hour

**7. Approval of the Minutes – (only needed if removed from consent agenda)**

**8. Consent Agenda Consisting of Items as Follows:**

- A. Second Reading of Bill No. 2015-06, Ordinance No. 871, An Ordinance for an Amendment to the City of Fairview, Tennessee, Budget for the Fiscal Year 2014-2015 (Drug Fund Vehicle)

Vice Mayor Sutton read the caption and made a motion for approval with Commissioner Johnson seconding. All were in favor.

**9. Old Business**

**10. New Business**

- A. Discuss and/or Take Action on RunWild Bowe Park 6 Miler – Commissioner Bissell defers to Park Programmer, Jenny Herrera, who states that Nashville Running Company would like to hold their 6 mile race in Bowie Park again on Saturday, July 19. This event would close trails to other users from 6:00 am until 12:00 pm. As in years past, they offer to donate 25% of their profits back to the park. Last year this amount was around \$500. Herrera confirms this is in addition to the normal fee, deposit and appropriate insurance. Commissioner Johnson made a motion for approval with Vice Mayor Sutton seconding. Attorney Cantrell suggests making the approval subject to filing a copy of declarations info with the Park to show proof the amount of insurance is as listed and coverage in effect for dates before and after the event to include the date of the event. Johnson amended his motion to include the suggestion of Attorney Cantrell. All were in favor.
- B. Discuss and/or Take Action on Exhibit A to Amendment 1 of Contract with Kimley-Horn Associates for Safe Routes to School Grant – Vice Mayor Sutton defers to Codes Director Humber who states this is an amendment to the contract to cover property acquisition, pre-bid and bid portion on the Safe Routes to School grant. The amount is \$20,900 and the city is responsible for 20% or \$4,180. Vice Mayor Sutton made a motion for approval with Commissioner Johnson seconding. All were in favor.
- C. Discuss and/or Take Action on Park Commission Recommendations – Commissioner Bissell makes a motion to approve all four items for discussion with Commissioner Johnson seconding. Bissell then defers to Ron Rowe, Chairman of the Park Commission.
  - (1) Approve City Manager to Initiate Bid Process for ADA Trail Once the Final Engineer Report is Received – Rowe states we are waiting on the final report from the engineer on the wheelchair accessible trail from the back porch of the Nature Center and Nature Center parking lot to Joann's Classroom. This is a need not a want that affects the quality of life for many citizens. Commissioner Johnson notes this is authorization to go to bid and he feels this is a much needed project. Commissioner Bissell agrees noting this is so the City Manager can move forward when we receive the report. Mayor Carroll confirms this will come back for final approval and Hall confirms it will. All were in favor.
  - (2) Approve City Manager to Initiate Bid Process for Phase II of Bowie Nature Park Paving of Road and Parking Lot – Dan Eubanks of TN Valley Paving was contacted in February and gave a rough estimate of \$30,000 for Phase II which includes paved surface from Y-intersection to Nature Center parking lot and including parking lot. Original estimates for Phase II were around \$59,000 but the current lower cost of oil will save the city a lot of money if we move forward now. Bissell adds that potholes in that heavily traveled area are terrible after the winter weather and completing this phase would really help with maintenance of that area. All were in favor.
  - (3) Adopt Park Brochure as Public Distributable Overview Document for the City Marketing – Rowe presents a multi-page brochure designed to attract visitors to the park and enhance the image of Fairview and requests the Board approve as presented. Commissioner Johnson asks if this is adopted when would it be printed, how many, how much will it cost and where would it be distributed? Commissioner Bissell notes he plans to reduce the type and condense into 8 or so front and back pages and has a rough estimate of \$100 for a quantity of 100. He continues they would be available to the public at the park, city hall, possibly the Chamber, local realtors and definitely place on the website but would be printed as we have the funds to do and could be next

fiscal year before begin. Mayor Carroll states she likes the document but thinks it might be more suited to attract businesses and developers but she would like to see more of a brochure format that could be used at rest stops. Bissell amends the motion to attach the brochure to the website as it is and develop a smaller, more concise brochure for printing. All were in favor.

- (4) Adopt Final Bowie Park Master Plan – Rowe explains this plan was first initiated quite some time ago and has had a lot of input and revisions. The Park Commission feels this is a good document and can be used as a good base for the Board and staff to follow noting staff is already doing some of the items. Rowe notes the only thing lacking is the Forest Management document and they recommend adding it as Appendix B rather than holding up the approval. Bissell states this never quite got a final approval and has been an approved working document through two park commission rotations but needs Board approval to validate. All were in favor.
- D. Discuss and/or Take Action on Re-Designating the Out-Parcel from Parks Department and Commission Jurisdiction to its Original Designation as Public Safety/Public Works Jurisdiction – Commissioner Bissell states he thinks we should rethink the decision to designate the outparcel as part of the parks and consider designating for public safety use. He states part of it could be used as an impound lot or training facility. He notes if we stop using it for public works they would need to take their refuse somewhere else and because of the use of this land for that purpose over a period of years it is likely to be uninhabitable by humans based on a study performed by Kansas State University. The mentioned study cites the acidity in leaves and decomposing remains of roadkill makes it unsafe for human occupancy. Vice Mayor Sutton makes a motion for approval with Commissioner Johnson seconding. Johnson states the property has been used for many things in the past and was purposefully left out of the Land Trust agreement for that reason. Mayor Carroll states she hates to see it removed from the park system and if it poses such a hazard we should probably stop what we are doing that causes it. Carroll continues that she's not sure it is necessary to change designations if nothing is on the table to do with it and it's the perfect location for a compliment to the park. Carroll notes we should be careful what we put out there and requests articles that Bissell referred to and details on the various usages of that property in the past. Johnson continues that Dr. Bowie did not consider that parcel part of the park and sold adjacent property to another individual but this particular parcel was transferred to the city because it had not been sold at the time of her death. Carroll states she understands it is not really part of the park but thinks something good for the community could be done with the property and asks Bissell if he has another use in mind. Bissell states no but feels it should not be under the park. Carroll asks why it needs to be classified at all. Attorney Cantrell states there is no requirement for city owned property to be designated as a particular use however in the past it has been done to clarify who is responsible for the maintenance of the property. FOR: Bissell, Johnson, Sutton; AGAINST: Carroll, Motion passes.
- E. Discuss and/or Take Action on Rescinding all Prior Board of Commissioners Approvals or Direction Given in the Matter of the Bowie Nature Park Forest Management Plan – Commissioner Bissell states this is a clean up item as the Park Commission mentioned that previous versions of the management plan are still on the books and were not approved by the Land Trust. Vice Mayor Sutton makes a motion for approval with Commissioner Johnson seconding. Mayor Carroll asks why we need to do this. Bissell replies we have no intention of following them because they don't comply with the Land Trust requirements. City Manager Hall states that in a recent meeting Audra Ladd with the Land Trust said the proposal didn't meet their specifications and we need to use a registered forester so we began working with Jonathan Boggs and are waiting on his estimate. Parks Director Keith Paisley states they allowed us to go forward with the test site but the approval letter stated that additional work requires a more comprehensive plan to include a tree inventory so we are getting back on track to where we need to be. All were in favor.
- F. Discuss and/or Take Action on Approving the Hiring of a Registered Forester to Produce the Bowie Nature Park Forest Management Plan in Accordance with the Land Trust of Tennessee Guidelines – Commissioner Bissell states we had to defer last time because we didn't have the estimate from Boggs. City Manager Hall states the original quote of \$8,500 has become a quote for \$11,350 to abide by the Land Trust's requirements. Bissell makes a motion for sole service to allow Mr. Boggs to complete the work since he is most familiar with the project and allow the City Manager to employ Mr. Boggs. Commissioner Johnson seconded. Vice Mayor Sutton asked about the logging cost and Hall states he plans to sell the timber and hopes to recover most of the funds as he has a good market for the wood. Johnson asked if the Land Trust has final approval on Mr. Boggs plan. Bissell

confirms and notes the first phase is the comprehensive plan and once it is approved the Board will determine exactly how and when we execute the various parts of the plan. Attorney Cantrell notes that the forester is a personal services contract and would not require going to bid but the logging portion is not and would have to be put to bid. All were in favor.

- G. Discuss and/or Take Action on Bid Approval for Resurfacing Grant - Vice Mayor Sutton defers to Codes Director Humber who states that we are expecting the state to certify the low bid within a few days. The bid was way under our engineer's cost estimate. If you approve make it contingent upon the state's concurrence and we will be ready to move forward when receive their approval. Commissioner Johnson made a motion for approval with Commissioner Bissell seconding. All were in favor.

**11. City Manager Items for Discussion –**

- A. Miscellaneous Updates –
  - (1) City Manager Hall announced that Lieutenant Sean Sullivan passed his Fire Marshall test so we now have a certified Fire Marshall and Chief O'Neal will attend that same school in a couple of weeks.
- B. City Attorney Comments – No comments.

**12. Communications from the Mayor and Commissioners –**

- A. Commissioner Bissell – No comments.
- B. Commissioner Johnson – No comments.
- C. Vice Mayor Sutton asks for an update on hearing assistance in the boardroom for the next meeting.
- D. Mayor Carroll states her comments were cut off from last meeting's recording and she's had no explanation as to why. She state she feels it is her duty to ask questions and even though the five of us will not always agree and have different views and opinions we should all respect the process. She clarifies that she is proud of the staff, thinks they do a great job and her questions do not reflect doubt in their abilities noting they do so much that is not seen. She states she hates going backwards with the park and apologizes to those who worked so hard to move forward. Channel 19 is up and equipment install is complete? City Manager Hall replies as far as he knows but he's getting a list of warranties still out on existing items.

- 13. Adjournment –** Vice Mayor Sutton made a motion for adjournment with Commissioner Johnson seconding. All were in favor and meeting was adjourned at 8:16 p.m.

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**Brandy Johnson**  
**City Recorder**