

REGULAR MEETING
BOARD OF MAYOR AND ALDERMEN
AUGUST 11, 2020

The Board of Mayor and Aldermen of the City of Fayetteville, Lincoln County, Tennessee, met in open, public session at the regular meeting place of said Board in the Municipal Building of said City at 5:00 p.m. on August 11, 2020. Vice Mayor Dorothy Small was present and presiding in the absence of Mayor Michael Whisenant. The following named Aldermen were present:

Tonya Allen, Danny Bryant, Jeff Alder, Donna Hartman and Rachael Martinez

Also, present were Scott Collins, City Administrator and Johnny D. Hill, Jr., City Attorney.

The prayer was led by Danny Bryant, and the pledge was led by Vice Mayor Small.

Adoption of Agenda:

The agenda for August 11, 2020 will stand.

Approval of Minutes:

The Regular Meeting minutes of July 14, 2020 were approved as presented.

Reports:

Fayetteville Main Street:

Dale Pierce, President of Fayetteville Main Street, reported that some of the board members have recently resigned. The members that remain are willing to work hard for the organization and community. The current officers are: President Dale Pierce, Secretary Lauren Pigg, and Treasurer Debbie Sowder. The recent First Friday event was very successful. The board is working to get the expenses and financial statements back in order. We are working to find a good zero and move forward from there. We are waiting to recruit a new director until we fill the board positions. We are working diligently to rewrite the bylaws of the organization so we can build on that foundation.

Fayetteville/Lincoln County Chamber of Commerce:

In the absence of the Chamber of Commerce Director Carolyn Denton, Vice Mayor Small read the report provided. The Chamber continues to participate in virtual meetings with TN and US Chambers, Department of Tourism and Economic and Community Development, Small Business Administration and others, to keep our members up to date on available funds and changes related to COVID-19. Through the Tennessee Business Relief Program, Governor Lee has directed the Tennessee Department of Revenue to issue approximately \$200 million in business relief payments to reimburse more than 33,000 small businesses for costs incurred as a result of mandatory business closures. Eligibility notifications were sent to businesses beginning the last week of June through email or by letter. When businesses receive notification, they are prompted to complete an online pre-award certification form in order to verify their eligibility criteria and agree to the program's payment guidelines. Business owners who do not have online access have been asked to complete a paper certification form. Once the certification form has been completed and a business' eligibility is confirmed, the department will issue a business relief payment. The Host of Christmas Past Oversight Committee continues to watch guidelines from the Center for Disease Control (CDC) for Mass Gatherings or Large Community Events. At this time the 2020 festival will encourage shopping and dining on Friday, November 13th and include festival festivities with vendors and events on Saturday, 14th. Of course due to the uncertainty of the coming months, times and instructions may be modified as guidance is subject to change. The health and safety of our attendees remains top priority and we will be depending on everyone to follow the guidelines as of that date. Nominations for the Thirteenth Annual Governor's Volunteer Stars Awards are now being accepted for Lincoln County through the Chamber. The awards will celebrate the efforts of volunteers who strive to improve their communities through service. Volunteerism has always been a vital part of what makes Fayetteville-Lincoln County a great place to live. If you know someone who has gone above and beyond to help others, especially during these days of looking out for each other, please take a moment to nominate them for the Governor's Volunteer Stars Awards. One youth and one volunteer will be selected in Lincoln

County. Selection is based on the community's need of the volunteer service performed, initiative taken to perform the service, creativity used to solve a community problem and impact of the volunteer service on the community. Please contact the Chamber for nomination forms.

Fire Report:

Chief Richard Howell presented the fire report. In the month of July, 2020, there was one apartment building fire, six medical Emergency Medical Services (EMS) assists, 31 EMS calls excluding vehicle accidents, and three motor vehicle accidents with injury. In response to a request from Rachael Martinez, Chief Howell explained that currently the police commanders' role, while assisting the Fayetteville Fire Department, is to help in the administration of the department. They are also working with the University of Tennessee Municipal Technical Advisory Services (MTAS) personnel to update the department's Standard Departmental Guidelines and Best Practices that will be presented to the Board of Mayor and Aldermen hopefully next month. Prior to Chief Baldwin leaving employment with the City, no one in the department has been shown or taught how to run the Fire Department. In response to inquiries by Danny Bryant, Chief Howell advised there are nine employees that will be attending Emergency Medical Response training. Pump School is scheduled for September 21-26, 2020 and October 5-9, 2020 so all fire personnel will be qualified and certified to operate the pumps on the trucks. One employee is scheduled for Inspector Training for codes enforcement. Chief Howell provided an update on the equipment: Engine 3 had a leak on the pump and an oil leak but has been repaired; Engine 2 had a malfunction on the pump and has been repaired; Engine 1 needs to go to Nashville for repairs; some of the repairs on the ladder truck have been made so it is operational; and we hope to get the seven county District Rescue Truck back within two or three days after the light system malfunctioned.

Police Report:

Chief Richard Howell reported that the Police Department had 14 citations, 36 arrests, with a total police activity of 1,455.

Finance:

Stacy Rozell, Finance Director, reported on the Occupancy Tax, which is a tax placed on visitors that stay in our local hotels and motels and are funds used for tourism. We received \$96,595 in fiscal year ending June 30, 2020. This is \$18,000 less than we received in FY2019 and \$5,400 less than was budgeted in FY2020. It is \$2,275 more than was received in FY2018. Stacy Rozell also reported on the Local Option Sales Tax, which is the City's second highest source of revenue. We received \$2,680,000 in fiscal year ending June 30, 2020. This is \$20,000 less than budgeted, but \$33,000 more than received in FY2019. In fact, in nine out of twelve months in FY2020, we received more than the same month in the prior year. We want to give credit to the citizens of Fayetteville, as our revenues have remained stable during the COVID-19 pandemic. We want to thank our local citizens for spending their money locally in support of local businesses and the City, so we can continue to provide services to those citizens. Danny Bryant added that since COVID-19 began around March, 2020, the sales tax revenue for March, April, May and June have all been more than those months in the prior year. The citizens have carried us through this by shopping and spending money locally. In response to a question from Rachael Martinez, Stacy Rozell stated that in the absence of a Fire Chief, a portion of the salary that was allocated for a Chief is being paid to three Police Department employees that are assisting the department in that role; therefore, it is not costing the citizens any extra money that was not previously budgeted.

Recreation Report:

City Administrator Scott Collins, reporting for Recreation Director Chris Mitchell, stated we are continuing to work with the American Youth Soccer Organization (AYSO) in hopes for a fall soccer season. The department continues with routine maintenance. We received notification from Kyle Dunn of Wold/HFR Design, that they are putting the final touches on the Feasibility Study. Once completed, they will deliver the report to the City.

Public Works:

Eddie Plunkett, Public Works Director, reported that on the 2nd Avenue project, the contractor has removed the existing tile. When the tile was removed, they ran into sewer, gas and water lines. We are waiting on Fayetteville Public Utilities (FPU) to get the gas line moved. The rain has hampered their work, but once water is lower in the ditch, they will be ready to begin construction of the bridge. On the Brookmeade project, the contractor is almost ready to pour the floor of the bridge deck. Kyle Hazel, the engineer for the Lowell Drive project, will begin working on the design and engineering by next week. Danny Bryant added that there are nine drainage projects currently in some phase of work at this time. Primarily, we are removing old metal tiles and replacing them with concrete.

Planning and Codes Report:

Kristi Gentry, Planning and Codes Coordinator, reported that 17 permits were issued and \$1,175 in permit fees were collected for the month of July. The total project evaluation was \$180,212. Lenace Hyde has logged more than 450 property maintenance violations this year. We recently went live with the new Municipality software. Since the implementation of the new software, there have been 63 grass violations, 12 trash

violations, one inoperable vehicle violation and three sign violations. This does not include political signs where she worked with the candidates to get them into compliance. The City is offering for sale nine parcels of property that were advertised in the first two August editions of the Elk Valley Times. There are signs on each lot to identify the properties. The bids will be accepted until August 25, 2020, at which time they will be opened. Please contact the City Office for more information. We continue to work with residents on the Emergency Home Grant applications. The City's Economic and Community Development team is working to finalize the plans for Cruzin'. This event will be on September 12, 2020, from 4:00 p.m. to 7:00 p.m. We will be following all CDC guidelines. Lenace Hyde, Carolyn Denton and I will begin the Retail Academy this week. We were awarded a \$10,000 grant to go through this academy. The final presentation for the Downtown Master Plan will be on September 15, 2020 at 5:00 p.m. in the City's auditorium. This report is still a draft so any input is still valid and appreciated. For the Planning Commission, Sharon Armstrong is assisting the City in updating our subdivision regulations. This project will take approximately six to eight months to complete. In the July Planning Commission meeting, approval was granted to the Industrial Development Board for a spec building on East Park Drive. Kevin Chastine with Griggs and Maloney will conduct a four hour continuing education class on August 25, 2020 for the Planning Commission and the Board of Zoning Appeals.

Administrator's Report:

Scott Collins, City Administrator, reported that the Local Parks and Recreation Fund grant categorical exclusion has been completed and submitted to the Tennessee Department of Environment and Conservation (TDEC) which will allow us to move forward to the final design stage of the soccer complex. The tentative schedule is outlined as follows: August through October they will be designing the plans and submitting them for approval; in October they are scheduled to do the Storm Water Pollution Prevention Plan (SWPPP); in October through December they will be doing the final plan review; we should go to bid December or January 2021; Notice to start construction should occur in late February or March, 2021. Camp Blount Phase 1 construction is complete and final payment has been made out of the Governor's \$500,000.00 allocation. The pavilion pad for Camp Blount Phase II is scheduled to be poured tomorrow. The statue of the First Tennessee Volunteer, which will be the centerpiece of the state's historic site, is on schedule for the unveiling on October 16, 2020. The results of the archeology study are being analyzed for Phase II of the Greenway. The preliminary results indicate this project will move forward. Phase III of the Greenway is in the NEPA stage. We received communication today about the William D. Jones project. Fayetteville Public Utilities had submitted a letter to the Tennessee Department of Transportation (TDOT) advising them there were no conflicts with utilities at that location. TDOT replied they needed a letter stating there are no water conflicts. We respectfully pointed out that FPU's letterhead specifies all utilities, including water. We have not heard back from them.

Resolution #2020-10 Personnel Policy:

Resolution #2020-10 , a resolution entitled, "Resolution to Repeal and Replace the Personnel Policy Adopted March 14, 2017 With the City of Fayetteville Personnel Rules (Personnel Policy)" was considered. Said Resolution is as follows:

Vice Mayor Small presented the resolution, stating that John Grubbs of MTAS and Administration employees of the City of Fayetteville have been working on this policy since April, 2020. There was a formal work session to review and discuss the policy as well. Donna Hartman stated that the department heads should be included in the revision process. Danny Bryant commented that all department heads will be involved in training sessions to be sure they know what the personnel policy says. Scott Collins added that the department heads were provided draft copies of the policy and had the opportunity to ask questions or provide input. Jeff Alder stated this revised policy is fair to the City and the employees. Tonya Allen then suggested this move forward to a vote.

Motion was made by Jeff Alder, seconded by Tonya Allen to approve Resolution #2020-10 as presented. Upon roll call, the following voted:

Aye:

Danny Bryant, Tonya Allen, Jeff Alder, and Rachael Martinez

Nay:

Donna Hartman

Vice Mayor Small declared the motion approved.

Grinding Contract:

Motion was made by Danny Bryant, seconded by Jeff Alder to approve the bid for the grinding contract from Big Woody's Tree Service for a cost of \$20 per ton. Upon roll call, the following voted:

Aye:

Tonya Allen, Jeff Alder, Donna Hartman, Rachael Martinez, and Danny Bryant

Nay:

None

Vice Mayor Small declared the motion approved.

Teal Everyone Knows – Month of September, 2020:

Motion was made by Jeff Alder, seconded by Tonya Allen to approve the permit for Teal Everyone Knows – Month of September, 2020. Upon roll call, the following voted:

Aye:

Jeff Alder, Donna Hartman, Rachael Martinez, Danny Bryant, and Tonya Allen

Nay:

None

Vice Mayor Small declared the motion approved.

UDAG Budget – Consulting Agreement:

The City of Fayetteville received the approval to use the Urban Development Action Grant fund for economic development. These UDAG funds were received around 2010 and are restricted to specific use. Motion was made by Tonya Allen, seconded by Rachael Martinez, to approve the use of the UDAG funds for economic development. Upon roll call, the following voted:

Aye:

Donna Hartman, Rachael Martinez, Danny Bryant, Tonya Allen and Jeff Alder

Nay:

None

Vice Mayor Small declared the motion approved.

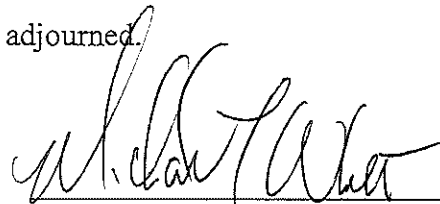
Proclamation for Greg McArthur:

A Proclamation honoring Greg McArthur was read and presented. Said proclamation deems August 15, 2020 as Gregory Michael McArthur day in Fayetteville, Tennessee.

There being no more business before the Board, the meeting was adjourned.



City Clerk



Mayor