



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, AUGUST 8, 2017 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Fred Shackelford, Ellendale Baptist Church

FUTURE MEETINGS

Parks and Recreation Advisory Board, August 10 at 7 p.m.

Bartlett Historical Society, August 14 at 7 p.m.

BPACC Advisory Board, August 15 at 6 p.m.

Bartlett Arts Council, August 15 at 6:30 p.m.

Design Review Commission, August 15 at 6:30 p.m.

Board of Education Work Session, August 17 at 7 p.m.

Historic Preservation Commission, August 21 at 7 p.m.

RECOGNITIONS

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the July 25, 2017 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bobby Simmons, Alderman
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- 1 Facility maintenance fee payment to the Tennessee Department for Environment and Conservation for Fiscal Year 2018. (Rick McClanahan, Director of Engineering)**
The City's current number of water system connections is 21,391, at \$1.30 per connection; the City's total is \$27,808.30. Funds are available in Account 510.51200.644.
- 2 Proposal for contract administration for Fletcher Creek Greenway Phase 2. (Rick McClanahan, Director of Engineering)**
Recommend approving Barge Waggoner Sumner & Cannon as the contract administrator for the Fletcher Creek Greenway Phase 2 project. This project is an 80/20 federal local match. The City's portion of the contract administration is \$52,457.20. Funds are available in Account 311.48311.772.4512.
- 3 Proposal for grant administration and engineering work for Fletcher Creek drainage improvement project, Phase 2. (Rick McClanahan, Director of Engineering)**
Recommend approving the proposed grant administration to SIC Project Management at a cost of \$26,825 and the proposed engineering work to Carlson Consulting Engineers at a cost of \$74,000. The total cost of this phase will be \$100,825. This project will be completely federally funded.
- 4 Letter and Report on Plan of Refunding 2007 and 2009 General Obligation Bonds. (Dick Phebus, Director of Finance)**
The Director of the Office of State and Local Finance has issued a letter and report on the City of Bartlett's Plan for the issuance of \$2,045,000 General Obligation Refunding and Improvement Bond, Series 2017A. This report is required to be present to the Board and Mayor and Aldermen at one of its meetings.

NEW BUSINESS

- 1 Resolution 34-17, a resolution to amend the City of Bartlett Personnel Policies and Administrative Procedures Guide regarding nepotism. (Ted Archdeacon, Director of Personnel)**

Mr. Archdeacon explained that this amendment will allow the City to hire relatives of current employees for full time work. This amendment also prevents employees from directly supervising family members. Mayor McDonald noted that he has been observing this system at work in the Bartlett City School System and has found it to be working smoothly, while allowing more than one family member to work full time for the organization. The City's current policy prevents an employee's relatives from working in any department full time. Under this new nepotism policy, relatives of the mayor, the chief administrative officer, and the director of personnel will not be allowed to work for the City.

Alderman Pleasant said the current policy seems harsh in penalizing an employee's family member, and he appreciates this amendment.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

2 Resolution 35-17, a resolution to amend the City of Bartlett Personnel Policies and Administrative Procedures Guide regarding paramedic program assistance. (Ted Archdeacon, Director of Personnel)

Mr. Archdeacon explained that this amendment will increase the tuition reimbursement for employees attending paramedic school from \$4,500 to \$8,000. Now that Bartlett's sister cities have started paramedic programs, countywide competition has increased, and it's getting more difficult to hire paramedics.

Mayor McDonald noted that in exchange for full tuition reimbursement, employees will have to continue their employment with the City for four years after training is complete or repay the full tuition.

Alderman Simmons asked how many paramedics we need. Mr. Archdeacon said the Fire Department would like to add five for a total of 30. Mayor McDonald added that more paramedics are needed to staff and run the new ambulance.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

3 Resolution 36-17, a resolution authorizing the City of Bartlett to participate in the Tennessee Municipal League Risk Management Pool's Safety Partners Matching Grant Program. (Ted Archdeacon, Director of Personnel)

Mr. Archdeacon stated that the Pool requires the Board approve a resolution authorizing participation in its grant program. If received, this grant will be used for injury-reduction training for public safety employees.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

4 Resolution 37-17, a resolution to amend the Fiscal Year 2018 Grants Fund and Capital Improvements Fund budgets to appropriate funds for a Tennessee Department of Transportation comprehensive Americans with Disabilities Act self-evaluation and transition plan. (Dick Phebus, Director of Finance)

Mr. Phebus explained that the State is requiring cities to create an Americans with Disabilities Act compliance plan. This resolution will fund the creation of that plan.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

5 Resolution 38-17, a resolution to amend the Fiscal Year 2018 Grants Fund Budget to appropriate funds for the Fletcher Creek Bank Stabilization project funded by a Community Development Block Grant. (Dick Phebus, Director of Finance)

Mr. Phebus stated that the City received a CDBG in the amount of \$515,690 to stabilize the banks of Fletcher Creek.

Alderman Pleasant asked what specifically the funds will be used for. Rick McClanahan, City Engineer, explained that between 200 and 250 feet of Fletcher Creek will be reshaped and grade control devices will be installed in low areas.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	David Parsons, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

OPEN DISCUSSION

No one spoke during Open Discussion.

ADJOURNMENT

Meeting adjourned at 7:26 PM

W.C. Pleasant, Register to the
Board of Mayor and Alderman

A. Keith McDonald
Mayor