

**HAMILTON COUNTY COMMISSION  
AGENDA PREPARATION SESSION  
FEBRUARY 12, 2020**

**STATE OF TENNESSEE            )**            Agenda Preparation Session  
**COUNTY OF HAMILTON         )**            February 12, 2020

**BE IT REMEMBERED,** that on this 12<sup>th</sup> day of February, 2020, an Agenda Preparation Session of the Hamilton County Board of Commissioners was begun and held at the Courthouse, in the City of Chattanooga, in the County Commission Room, when the following proceedings were held, to wit:--

0:14

Present and presiding was the Honorable Randy Fairbanks, Chairman. County Clerk Bill Knowles called the roll of the County Commission and the following, constituting a quorum, answered to their names: Commissioner Baker, Commissioner Bankston, Commissioner Boyd, Commissioner Geter, Commissioner Martin, Commissioner Sharpe, Commissioner Smedley, and Chairman Fairbanks. Commissioner Mackey arrived after the roll call. Total present – 9. Total absent – 0.

Also in attendance were County Mayor Jim Coppinger, members of his administrative staff, County Attorney Rheubin Taylor, and County Auditor Jenneth Randall.

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**COMMITTEE ASSIGNMENTS**

Chairman Fairbanks indicated the upcoming agenda items would be considered as follows:

- Fee Office reports for the quarter ending December 31, 2019 would be submitted for the record.
- Resolution No. 220-12 was the usual County Clerk item regarding notaries, etc. This required no committee assignment.
- Resolution Nos. 220-20 through 220-33 were assigned to the Finance Committee, chaired by Commissioner Smedley.
- Resolution Nos. 220-34A, 220-34B, and 220-35 were initially assigned to the Zoning Committee, but heard by a Committee of the Whole.
- Resolution Nos. 220-13 through 220-19 and 220-36 were heard by a Committee of the Whole.

0:49

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-13**

This Resolution reappoints Ann Badgley to the Hamilton County Health and Safety Hearing Board for a four-year term beginning February 19, 2020 and ending February 19, 2024.

There were no questions from Commissioners.

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1:13 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-14**

Administrator of Elections Kerry Steelman spoke regarding this item, which approves an 8-year Managed Services Agreement (MSA) for the optical scan voting system from Dominion Voting Systems, Inc. for the Election Commission. Additionally, this item amends the Election Commission's budget by adding \$52,000 to expenditures and authorizes the County Mayor to sign any contracts necessary to implement this Resolution. Mr. Steelman began by noting today is the first day of early voting in Hamilton County. He explained this Resolution would provide upgrades to the existing election maintenance server and related hardware/software components. He noted this system was originally purchased in 2014 using Help Americans Vote Act (HAVA) grant funds and is used for creating ballots, programming elections, and reporting of election results.

Mr. Steelman reported this Resolution would also provide new mobile ballot printing equipment to be used at early voting sites. He explained this on-site ballot printing on demand (POD) capability would greatly reduce the waste and expense of providing paper ballots brought about by the early voting law enacted several years ago. Mr. Steelman stated these changes would require a \$38,000 increase to the Election Commission's operating budget for eight years.

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6:48            In response to Commissioner Mackey's question regarding purging voter rolls, Mr. Steelman explained state law requires a specific process and timeline to be followed before voter rolls can be purged. He stated in 2018 the law changed so that inactivity can no longer be a basis for purging voter rolls. He added the only way that process can begin now is if the Election Commission were to receive substantive evidence that a voter is no longer residing at their listed address, followed by an eight-year period before purging begin. He emphasized no voters have been purged without following statutory requirements.

10:01           In response to Commissioner Boyd's question, Mr. Steelman spoke about the average cost of using paper ballots, and the significant savings that would be realized with on demand ballot printing. He noted the plan would include two certified mobile ballot printers at each of the early voting sites, as well as two backup printers per site. He noted voting equipment must be certified, which limits the resources and vendor options.

15:39           In response to Commissioner Martin's question, Mr. Steelman confirmed the current request is to amend the Election Commission's budget by adding \$52,000 to expenditures. He reiterated over the eight-year period of the agreement the changes would average an approximate \$38,000 increase in their operating budget. He also explained that currently all ballots must be accounted for and that an independent

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auditor must certify findings after an election is completed. Commissioner Martin thanked Mr. Steelman for working to modernize the office.

24:12

Commissioner Baker requested an update on the cost savings of mobile ballot printing once the system is implemented. He thanked Mr. Steelman for his help in assisting voters on Signal Mountain.

25:18

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-15**

Commissioner Boyd spoke regarding this item, which approves the expenditure of matching funds committed by private donors and others, not to exceed \$10,000 from general fund discretionary monies as allotted to District 8, to assist the Chattanooga Ballet. He invited Executive Director of the Chattanooga Ballet John Farrimond to come forward to make a presentation.

Mr. Farrimond began by thanking Commissioners and inviting everyone to attend Chattanooga Ballet's event Ballet in the Park on March 21<sup>st</sup>. He stated the funds would assist with scholarship opportunities for financially disadvantaged youth for the Chattanooga Ballet School, as well as replacement costumes and other necessary upgrades for the annual performance of The Nutcracker, which is one of Chattanooga's most attended performing arts events. Mr. Farrimond reported last year's performance

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of The Nutcracker generated over \$10,000 in preservation funds for the Tivoli Theatre as well as significant compensation for professional artists and service providers.

29:40

In response to Commissioner Geter's question, Mr. Farrimond explained the Chattanooga Ballet partners with ArtsBuild to assist in introducing the arts to elementary school students by allowing every 2<sup>nd</sup> student in the Hamilton County public school system to attend The Nutcracker at no charge. Mr. Farrimond stated Chattanooga Ballet also organizes performances at local schools and offers some scholarship opportunities.

In response to Commissioner Baker's question, Mr. Farrimond spoke about the two ballet organizations in Chattanooga and the work Chattanooga Ballet is doing to reach a more diverse audience.

36:26

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-16**

Director of Emergency Management Chris Adams spoke regarding this item, which authorizes the County Mayor to execute a governmental grant contract and accept reimbursement from the Tennessee Emergency Management Agency (TEMA) for repairs made at Cash Canyon Road. He reported a weather related mudslide last

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year caused significant damage to Cash Canyon Road and this grant would reimburse \$212,435.29 for the work done on the road.

38:19

Commissioner Sharpe thanked Director Adams and Administrator of Public Works and County Engineer Todd Leamon for their work on Cash Canyon Road.

In response to Commissioner Martin's question, Director Adams confirmed Cash Canyon Road is a county road.

39:08

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-17**

Director of Emergency Management Chris Adams spoke regarding this item, which authorizes the County Mayor to enter into memorandum of understanding between Hamilton County, Tennessee (on behalf of the Emergency Services Department) and the City of Lakesite, Tennessee for fire code inspection services.

There were no questions from Commissioners.

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40:06

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-18**

Administrator of General Services Lee Norris spoke regarding this item, which authorizes the County Mayor to submit a grant application to the US Department of Homeland Security and the Federal Emergency Management Agency (FEMA) for a FY2019 Assistance to Firefighters Grant (AFG) to purchase powered cot systems for use in 15 Hamilton County ambulances in the amount of \$351,000. He explained the total project cost would be \$390,000 and would require a 10% county match of \$39,000 to come from the Emergency Medical Services Department's budget.

There were no questions from Commissioners.

41:47

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-19**

Assistant Administrator of Finance Lee Brouner spoke regarding this item, which approves the purchase of design, integration, equipment, and installation services for audio visual systems for an amount not to exceed \$581,000 from One Diversified, LLC from the National IPA purchasing cooperative for the Hamilton County Courts and other identified locations. He noted this would replace/upgrade equipment in 17 courtrooms/buildings.



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In response to Commissioner Boyd's question, Mr. Brouner reported the max financial exposure for the county would be \$581,000.

44:14

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-36**

Commissioner Martin spoke regarding this item, which authorizes the entering into of agreements between Hamilton County, Tennessee and the various municipalities therein for waiving the shared cost for the 2021 Real Property Reappraisals as shall be conducted by the Hamilton County Assessor of Property. He explained Assessor of Property Marty Haynes presented information regarding waiving the fees last week and emphasized the importance to decide before budgets are completed.

Several Commissioners voiced support for sending this item to the Legal and Legislative Committee for further discussion.

47:12

Chairman Fairbanks agreed with sending the matter to committee. Commissioner Sharpe, Chairman of the Legal and Legislative Committee, reported the legal committee would meet next week following the Regular Commission Meeting in the Commission Conference Room.

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Commissioner Smedley, Chairman of the Finance Committee, stated the Finance Committee would meet in the Commission Room immediately following today's Agenda Session.

48:35 Commissioner Bankston, Chairman of the Zoning Committee, stated at the applicant's request Resolution Nos. 220-34A and 220-34B would be pulled. There was no objection.

Commissioner Bankston asked that Resolution No. 220-35 be heard as a Committee of the Whole. It was noted no opposition was present.

49:21 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 220-35**

Executive Director of the Regional Planning Agency spoke regarding this item, which amends the Hamilton County Zoning Regulations, Article IV - Schedule of District Regulations. He explained this clears up language regarding the minimum lot size on individual wells and septic tanks. Mr. Bridger explained the minimum lot area for single-family lots is 25,000 square feet for septic tanks or wells and 7,500 square feet for lots on sewer.

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In response to Commissioner Mackey's question, Mr. Bridger stated it could increase the cost of building homes. Administrator of Public Works and County Engineer Todd Leamon added this has already been in practice and this item clarifies the code language.

### **ANNOUNCEMENTS**

Chairman Fairbanks asked for announcements from members of the Commission.

Several Commissioners and Mayor Coppinger wished everyone a Happy Valentine's Day.

52:41 Commissioner Martin reminded everyone that early voting in Hamilton County began today.

53:28 Commissioner Sharpe spoke about this morning's Security and Corrections Committee Meeting. He handed out a pamphlet by Chief Judicial Magistrate Lorrie Miller. A copy of the pamphlet was filed in the Clerk's Office.

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53:59            Mayor Coppinger spoke about visiting Dalewood Middle School this morning where Josh Banko, the inventor of the iPad, was speaking to students. He commended the work the school has done with the Volkswagen E-Lab.

55:57            Chairman Fairbanks encouraged everyone to get out and vote.

**DELEGATIONS**

Chairman Fairbanks asked for delegations on matters other than zoning. There were none.

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Being no further business, Chairman Fairbanks declared the meeting adjourned until Wednesday, February 19, 2020 at 9:30 AM.

Respectfully submitted:



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William F. (Bill) Knowles, County Clerk

Approved:

03-04-20



Date

Clerk's Initials