



## **HAMILTON COUNTY COMMISSION AGENDA PREPARATION SESSION OCTOBER 12, 2016**

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

### **COMMITTEE ASSIGNMENTS**

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

- Unaudited Financial Reports from Circuit Court Clerk, Clerk and Master, County Clerk and Register for the fiscal year ending June 30, 2016 would be submitted as a matter of record.
- An Order of Designation to the Planning Commission would be submitted as a matter of record.
- Resolution No. 1016-11 was the usual County Clerk item regarding notaries, etc. This required no committee assignment.
- Resolution Nos. 1016-11 through 1016-33 were heard by a Committee of the Whole.

Chairman Bankston stated that because several Commissioners were absent for today's meeting, all items on the agenda would now be heard by a Committee of the Whole.

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1:12 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-12**

This Resolution reappoints Chairman Chester Bankston, Commissioner Warren Mackey, and Commissioner Jim Fields to the Hamilton County Audit Committee for a term ending October 19, 2017.

There were no questions from Commissioners.

1:28 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-13**

This Resolution appoints Commissioner Sabrena Smedley as an associate member to the Hamilton County Board of Zoning Appeals to fill the unexpired term of created by Commissioner Marty Haynes being elected Assessor of Property.

There were no questions from Commissioners.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-14**

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This Resolution reappoints Patricia M. McKoy to the Chattanooga Area Regional Transportation Authority (CARTA) Board of Directors for a term ending October 19, 2021.

There were no questions from Commissioners.

2:03

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-15**

Commissioner Graham spoke regarding this item, which accepts the bid of Ross Glass & Aluminum, LLC for \$32,275.00 from District 6 general fund discretionary monies for the purchase of replacement windows at the John A. Patton Recreation Center. He explained that the recreation center is used by many people, and renovations are taking place to improve the building for the community. It was noted that this item will allow insulated windows to be installed in several rooms of the center.

In response to Commissioner Smedley's question, Commissioner Graham stated that the funds will come from general fund discretionary monies that he has had for many years. He clarified that he would never bring a purchase for District 6 before the Commission that could cause a tax increase.

5:42

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-16**

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This Resolution approves an appropriation to Hamilton County Coalition in the amount of \$10,000.00 from general fund discretionary monies and travel discretionary monies, as allotted to District 4. It was noted that the funds will assist the nonprofit with their Youth Empowerment Society project.

Commissioner Bankston stated the item will be discussed at next week's Regular Meeting.

There were no questions from Commissioners.

6:03 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-17**

Sheriff Hammond spoke regarding this item, which accepts a community oriented policing services (COPS) hiring program grant of up to \$750,000.00 from the United States Department of Justice, which would designate six additional school resource officers for various schools in Hamilton County for the next four years. He explained that the Sheriff's Office has been working for many years to provide school resource officers in schools across Hamilton County, with middle and high schools being first priority. It was noted that this is the second time the Department of Justice has awarded the COPS grant to the Hamilton County Sheriff's Office, which is highly irregular. Sheriff

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Hammond added that a safety assessment was performed in schools to determine which six would receive the additional officers.

8:27

In response to Commissioner Fields' question, Sheriff Hammond reported that the total cost to the County including equipment would be \$1,137,400.00 to be spread out over 4 years.

In response to Commissioner Graham's question, Sheriff Hammond explained that receiving this grant twice is a rare occurrence. He added that when he first took office as Sheriff, a top priority was to become CALEA certified, which is the highest recognition in the United States for a police agency. It was noted that Hamilton County is one of five Sheriff's Departments in Tennessee with CALEA accreditation. He stated that CALEA sets close to 500 standards for police agencies and requires "white glove" inspections of all the departments' policies and procedures. Sheriff Hammond explained the many benefits of being CALEA accredited, including applying for grants such as the COPS grant.

Commissioner Graham thanked Sheriff Hammond for his hard work and diligence.

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**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-18**

This Resolution authorizes the design, equipment purchase, installation, and testing of a Motorola bi-directional amplifier system for Middle Valley Elementary School amounting to \$126,742.00 from Motorola Solutions, Inc. on the state contract.

Further conversation regarding this item took place after the discussion of Resolution No. 1016-19.

13:57

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-19**

Hamilton County Risk Management Manager Bill Stoll spoke regarding this item, which increases the claims and litigation settlement authority of the Human Resources Risk Management Office and the County Attorney's Office from \$15,000.00 per claim to \$25,000.00 per claim. He stated that the increase will allow for more efficient disposition of claims and lawsuits relative to the increase in costs for property damage and bodily injury that has occurred since the last adjustment 13 years ago per Resolution No. 403-30. It was noted that this will equal the current authority level for both the State of Tennessee and the City of Chattanooga.

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In response to Commissioner Graham's questions, Mr. Stoll stated that protocol would be followed in order to keep the Commission informed about settlements.

16:54

At this time, Commissioner Graham asked for further clarification regarding Resolution No. 1016-18. Hamilton County Department of Education Director of Maintenance and Operations Justin Witt explained that during the final inspection process of the new Middle Valley Elementary School, the Fire Marshal and first responders noticed that radio service was lost upon entering the building. He stated that the Motorola amplifier system will enable emergency services radios to operate effectively inside of the school. It was noted that the original purchase order will be reduced in the amount of \$126,742.00 from the project allowance to fund this purchase and no new funding is required.

Commissioner Graham thanked Mr. Witt for his diligence in completing the project within budget. He added that this equipment was very important to allow first responders to communicate.

20:41

Mayor Coppinger congratulated Mr. Witt on the Middle Valley Elementary School project. He also thanked the architect and general contractor for their hard work in making sure the building was ready for the first day of school. He added that the



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dedication ceremony at Middle Valley Elementary School will take place Tuesday morning at 9:00 AM.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-20**

21:53

Hamilton County Risk Management Manager Bill Stoll spoke regarding this item, which accepts the proposal of Aon Risk Services South, Inc. to provide property and casualty brokerage and consultant services for the County's Risk Management Office. He explained that currently the Risk Management Office markets commercial insurance coverage through the market assignment process, which involves the two-step process of seeking qualified brokers and agents and their preferred markets, and randomly assigning those markets to individual brokers who then obtain coverage quotes.

The new process is the selected broker/consultant process, which allows brokers to fully leverage all of the markets to which they have access based on their marketplace size/volume, relationships and experience. He noted that the broker/consultant process is a simplified process, less time consuming for staff, and will provide for a quicker turnaround on proposals. He added that the proposal from Aon Risk Services South Inc. provides greater resources with a larger market presence, which will yield a higher level of service and support in the future.

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In response to Commissioner Graham's question, Mr. Stoll reported that Aon also handles the County's actuarial work. He added that they have a large public entity presence.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-21**

Director of General Services Lee Norris spoke regarding this item, which amends the rules, regulations, and rates as pertain to the Hamilton County Parks and Recreation Department. He noted that the two biggest policy changes allow pets on leashes within the parks as well as the allowance of firearms within parks in compliance with state law. He noted that there were also several changes regarding park rates.

There were no questions from Commissioners.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-22**

This Resolution authorizes the payment of \$25,000.00 plus incurred verified medical expenses in settlement of claims against Hamilton County and several Sheriff's Office deputies as brought by Nancy Lee Mason.

There were no questions from Commissioners.

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At this time, Chairman Bankston asked if there was any opposition present regarding the Zoning items on the agenda. There was none.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-23**

This Resolution grants the abandonment of two portions of the 1000 block of Little Sorrel Road.

Further explanation of Resolution No. 1016-23 took place after discussion of Resolution No. 1016-24.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-24**

29:24 Regional Planning Agency Executive Director John Bridger spoke regarding this item, which grants a Special Exceptions Permit to amend the boundary of an existing residential planned unit development of properties located at 8269 and 8311 Balata Drive. He explained that the current boundary cuts across two parcels of property, splitting them into thirds. This item will shift the boundary so that the entire parcel is included. He added that there was no opposition.

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In response to Commissioner Fields' question, Mr. Bridger explained that Resolution No. 1016-23 will abandon a portion of a right away in the Stonewall Farms neighborhood in Hixson. He added that there was no opposition and the Planning Commission and staff recommended approval.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-25A AND 1016-25B**

Commissioner Smedley spoke regarding these items, which rezones property located at 2016 Ooltewah Ringgold Road from R-1 Residential District to R-T/Z Residential Townhouse/Zero Lot Line District. She noted that Resolution No. 1016-25B contained conditions as recommended by the Planning Commission. She asked that an amendment be considered to add the verbiage “detached” single-family homes to number five of the conditions listed in Resolution No. 1016-25B.

In response to Commissioner Graham's question, it was noted that the verbiage will be amended to add the word “detached” and the Resolution will be renumbered 1016-25C.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-26**

At this point Commissioner Smedley left the meeting.

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Administrator of Public Works and County Engineer Todd Leamon spoke regarding this item, which amends the “Master List of Roads and Speed Limits” so as to accept Eaglemont Drive and Eagle Nest Lane as district roads and establish speed limits therefore. He stated that roads are in the new Eagle Bluff Woods Subdivision in Harrison. He added that all standard procedures were followed.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-27**

Administrator of Public Works and County Engineer Todd Leamon spoke regarding this item, which accepts the bid of Don Ledford Automotive Center Inc. for three heavy-duty vans amounting to \$74,925.00 for the Maintenance Department. He explained that the Maintenance Department has 14 total vans and budgeted this year to replace three of them.

There were no questions from Commissioners.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-28**

Health Department Director Becky Barnes spoke regarding this item, which accepts the bids of AVM Enterprises, Inc., Kelsan Inc., Pyramid School Products, Rose’s Delight, Inc., and The Stockroom Supply for contract unit pricing beginning

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November 7, 2016 through November 6, 2017 for maintenance supplies for the Chattanooga/Hamilton County Health Department.

There were no questions from Commissioners.

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-29**

Health Department Director Becky Barnes spoke regarding this item, which accepts the bids of Atlantic Medical Solutions, Jacobs Paper Company, and Products Unlimited Inc. for contract unit pricing beginning November 7, 2016 through November 6, 2017 for infection control supplies for the Chattanooga/Hamilton County Health Department.

There were no questions from Commissioners.

36:13

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-30**

Health Department Director Becky Barnes spoke regarding this item, which accepts the bids of Atlantic Medical Solutions, Concordance Healthcare Solutions, Masimo Americas, Inc., and Products Unlimited Inc. for contract unit pricing beginning

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November 7, 2016 through November 6, 2017 for laboratory supplies for the Chattanooga/Hamilton County Health Department.

There were no questions from Commissioners.

36:44 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-31**

Health Department Director Becky Barnes spoke regarding this item, which accepts the bids of Metro Industrial Services, Quill Corporation, School Specialty Inc., and The Office Pal for contract unit pricing beginning November 7, 2016 through November 6, 2017 for general office supplies for the Chattanooga/Hamilton County Health Department.

Commissioner Graham clarified that Resolution Nos. 1016-27 through 1016-32 were all standard procedure contract pricing, and were all vetted by the Purchasing Department.

38:13 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-32**

Health Department Director Becky Barnes spoke regarding this item, which accepts the bids of Roll-Aid Industrial, School Specialty Inc., and Veritiv Operating

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Company for contract unit pricing beginning November 7, 2016 through November 6, 2017 for printing and paper supplies for the Chattanooga/Hamilton County Health Department.

Commissioner Graham disclosed in accordance with ethics guidelines that he has done work with and for Roll-Aid Industrial in the past.

39:24

**COMMITTEE OF THE WHOLE – RESOLUTION NO. 1016-33**

Don Gorman, Director of Administration for the Sheriff's Department, spoke regarding this item, which accepts a State of Tennessee, Governor's Highway Safety Office Grant for the "Safe Journey" project with a term ending September 30, 2017, and amend the Sheriff's Office budget by adding \$125,000 to revenues and expenditures. It was noted that this was an annual no match grant. The funds will be used to educate the community on child passenger safety and train volunteers in the state for car seat installation.

There were no questions from Commissioners.



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**ANNOUNCEMENTS**

Chairman Bankston asked for announcements from members of the Commission.

40:29 Commissioner Fields spoke about the large brush fire that is continuing to burn on Roberts Mill Road on Walden's Ridge and Signal Mountain. He thanked all Hamilton County volunteer fire departments for their hard work.

40:55 Commissioner Graham also thanked all the volunteer fire departments for their hard work in trying to contain the fires. He also reported that the Lookout Valley Lions Club Car Show will be taking place Saturday to raise funds for food and toys for children at Christmas time.

Commissioner Graham announced that a large number of volunteers planned to meet at the recreation center in Lookout Valley on Saturday to finish cleaning and painting. He stated that the project will be cancelled due to the Commission not approving his special funding request for supplies in today's recessed meeting.

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43:24 Attorney Taylor reported that the terms of two judicial commissioners, Ron Powers and Nathaniel Goggans, would be expiring at the end of October. He stated that he would prepare a Resolution to bring before the Commission next week.

44:04 Mayor Coppinger reminded members of the Commission of the dedication ceremony at Middle Valley Elementary School Tuesday at 9:00 AM. He also expressed his appreciation for what the volunteer fire departments are doing to contain the fires on Roberts Mill Road. He stated that the County pays \$5,000 each year to the Forestry Service, who has been providing airdrops via helicopters to help contain the fires. It was noted that typically that assistance would cost around \$9,000 per hour.

45:41 County Clerk Bill Knowles reported that the late item introduced by Commissioner Graham during the Recessed Meeting will be identified as Resolution No. 1016-34.

In response to Commissioner Graham's question, Chairman Bankston stated that the standard protocol for nominating judicial commissioners will be followed.

46:08 Chairman Bankston also thanked the volunteer fire departments for their hard work in containing the brush fire on Roberts Mill Road.

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**DELEGATIONS**

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

Being no further business, Chairman Bankston declared the meeting adjourned until Wednesday, October 19<sup>th</sup> at 9:30 AM.

Respectfully submitted:



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William F. (Bill) Knowles, County Clerk

Approved:

11-02-16  
Date

W.F.K.  
Clerk's Initials