

**MINUTES OF CITY OF COLLEGEDALE REGULARLY SCHEDULED
COMMISSION WORKSHOP MEETING HELD IN THE MUNICIPAL BUILDING IN
COLLEGEDALE, TENNESSEE, ON MONDAY, SEPTEMBER 23, 2019
BEGINNING AT 4:30 P.M.**

PRESENT: Mayor Katie Lamb, Vice Mayor Tim Johnson, Commissioner Debbie Baker, Commissioner Phil Garver, City Manager Ted Rogers, Assistant City Manager & CFO Michelle Toro, Chief of Police Brian Hickman, Building & Codes Director Andrew Morkert, Strategic Planning & Economic Development Director Kelly Martin, Public Works Director Eric Sines, Director of Airport Operations & Safety Chris Swain, Parks & Recreation Director Traci Bennett-Hobek, City Engineer Wayon Hines, Communications Strategist Bridgett Raper, City Recorder Kristi Wheeler

ABSENT: Commissioner Ethan White

GUESTS: Matthew Sadler

CITIZEN ADVISORY BOARD

Vice Mayor Tim Johnson requested to remove the item of discussing a Citizen Advisory Board due to the need of obtaining more information.

PUBLIC WORKS TRUCK

Public Works Director Eric Sines informed the commission about the plans to purchase a new 1500 or 2500 V8 truck to replace the one that was totaled in an accident earlier this year. The refund from insurance was \$34,000 with some of the money being used for repairing and placing a utility flatbed on the damaged truck. He stated that the remaining \$17,000 will be used towards the purchase of the new public works truck and that the remaining amount required will be presented to the commission at a later date for approval.

STAFF ENGINEER

City Engineer Wayon Hines presented to the commission and staff a plan to hire a staff engineer, starting date of July 1, 2020, which will enable the City to reduce the amount of money spent on designing future projects. He stressed the need to hire the correct and qualified person for this job. After further discussion, it was decided to proceed with the plan.

SEWER FORCE MAIN DESIGN

City Engineer Wayon Hines informed the commission that a design fee of \$134,820 will be required for the sewer force main replacement project. The request for design fee funding will be presented at the next commission meeting on October 07, 2019.

COMMISSIONER'S REPORT

Vice Mayor Tim Johnson again expressed his frustration concerning the current delay on the TDOT Lee Highway/Edgmon Road intersection project.

Commissioner Phil Garver thanked the city for providing the opportunity for employees to receive flu shots. He also reminded the commission and staff about the Tennessee State Library Museum grant that will be presented on September 24, 2019 at 11am at the Collegedale Library.

Mayor Katie Lamb commented on a packet of materials that was provided by Bruce Bowen which included city minutes from 1971-1973 along with other plans for the City.

KEY MANAGER/STAFF REPORTS

Public Works Director Eric Sines informed the commission on the future updating of the sewer/utility pump station and stated that it will be a long ongoing process to complete the project. He also gave an update on the Little Debbie Pkwy/Old Lee Highway intersection.

Communications Strategist Bridgett Raper informed the commission about the Legislative Delegation Meeting on October 1, 2019 in Red Bank.

Planning & Economic Development Director Kelly Martin updated the commission and staff about the recent developments concerning the cluster boxes being required by the Ooltewah USPS Postmaster.

Parks & Recreation Director Traci Bennett-Hobek informed the commission and staff that the Christmas Parade will be held on December 8, 2019 at 3pm.

Airport Operations & Safety Director Chris Swain reminded the commission and staff about the Rides at the Airport event that will be on October 13, 2019, 11am-3pm.

Meeting was adjourned at 5:21 PM

Katie Lamb, Mayor

Kristi Wheeler, City Recorder