

**AGENDA**  
**BOARD OF MAYOR & ALDERMEN**  
December 17, 2018 Meeting

Sevierville Civic Center

6:00 P.M.



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**December 17, 2018 Meeting**  
**Sevierville Civic Center**  
**6:00 P.M.**

**A. CALL TO ORDER**

1. Pledge of Allegiance
2. Invocation

**B. ROLL CALL**

**C. MINUTES – 12/3/2018**

**D. PUBLIC FORUM**

**E. REPORTS – *Departmental Monthly Reports***

**F. COMMUNICATIONS FROM MAYOR & ALDERMEN**

**G. OLD BUSINESS**

**H. NEW BUSINESS**

1. Consider approval of **Resolution R-2018-016** – A Banking Resolution authorizing accounts of the City of Sevierville – *Lynn McClurg* 1
2. Consider approval of **Resolution R-2018-017** – A Resolution authorizing signing of City contracts – *Russell Treadway* 3

**I. ADJOURNMENT**

**BOARD OF MAYOR AND ALDERMEN  
CITY OF SEVIERVILLE, TENNESSEE**

**December 3, 2018**

A regular meeting of the Board of Mayor and Aldermen of the City of Sevierville, Tennessee, was held at the Sevierville Civic Center, 130 Gary Wade Boulevard, Sevierville, Tennessee, on December 3, 2018 at 6:00 PM.

**There were present and participating at the meeting:**

Robbie Fox, Vice-Mayor  
Wayne Helton, Alderman  
Devin Koester, Alderman  
Travis L. McCroskey, Alderman  
Jim McGill, Alderman

**Absent:**

Bryan C. Atchley, Mayor

**Senior Staff present:**

Tracy Baker, Asst City Administrator  
Pam Caskie, Development Director  
Steve Flynn, Water & Sewer Director  
Bryon Fortner, Public Works Director  
Matt Henderson, Fire Chief  
Joseph Manning, Police Chief  
Lynn McClurg, Chief Financial Officer & City Recorder  
Ed Owens, City Attorney  
Bob Parker, Parks & Recreation Director  
Russell Treadway, City Administrator

Vice-Mayor Fox chaired the meeting with Lynn K. McClurg as secretary of the meeting. A motion was made by Alderman Koester and seconded by Alderman McGill to approve the minutes of the November 19, 2018 meeting and to dispense with the reading. Motion carried.

**PUBLIC FORUM**

Vice-Mayor Fox opened the public forum section of the meeting. Fox recognized State Tourism Commissioner Kevin Triplett, who presented a plaque to Brenda McCroskey in appreciation of her work on the Tennessee Tourism Committee. Fox recognized Ashley Johnson, who requested an amendment to the sign ordinance regarding projection signs. Russell Treadway stated that the subject will be on the December 6<sup>th</sup> Planning Commission agenda for consideration. There being no further comments, the public forum was closed.

**COMMUNICATIONS**

The Board noted the success of the Christmas parade and thanked all who participated.

**NEW BUSINESS**

Vice-Mayor Fox stated that the first agenda item regarding the SCES in-lieu property tax contract was removed from the agenda.

Vice-Mayor Fox recognized Lynn McClurg, who presented a Resolution R2018-015 Directing Payment of a Tax Equivalent. McClurg requested that, with the elimination of a contract, the resolution be

amended to comply with the state required distribution of electric system tax equivalents and detailed the following amounts:

Gatlinburg	\$ 12,868.78
Pigeon Forge	14,101.15
Pittman Center	4,749.20
Townsend (no property tax)	0.00
Sevier County	562,735.71
Blount County	21,475.44
Jefferson County	7,405.15

A motion was made by Alderman Koester and seconded by Alderman McGill to approve the resolution as recommended and directed that all incremental SCES sales tax revenue realized as a result in the change in distribution methods be directed toward TDZ debt service. Motion carried.

Vice-Mayor Fox recognized Russell Treadway, who requested approval of a Consulting and Brokerage Agreement and Letter of Agreement with Barnes Insurance Agency for the current health insurance policy year. A motion was made by Alderman Koester and seconded by Alderman McGill to approve the agreements as presented. Motion carried.

Vice-Mayor Fox recognized Alderman Koester, who reintroduced from the table the approval of an expenditure for innovu annual membership fees in the amount of \$6,124.00. Russell Treadway stated that, although the purchase is between the City and innovu, Barnes Insurance will pay the first year expense. A motion was made by Alderman Helton and seconded by Alderman Koester to approve the innovu service and expenditure. Motion carried.

Vice-Mayor Fox recognized Tracy Baker, who requested approval to purchase six used walking greens mowers from Smith Turf and Irrigation in the total amount of \$18,000.00. Baker noted that the equipment had previously been utilized through a lease agreement and that Smith Turf was the sole bidder. A motion was made by Alderman Helton and seconded by Alderman McGill to approve the expenditure as presented. Motion carried.

Vice-Mayor Fox recognized Bryon Fortner, who requested approval to purchase a Mahle mobile lift system from NAPA Auto Parts under state bid (SWC 204/57194) in the amount of \$58,499.00. A motion was made by Alderman McGill and seconded by Alderman McCroskey to approve the purchase as presented. Motion carried.

Vice-Mayor Fox recognized Lynn McClurg, who requested approval and/or ratification of the following expenditure(s) in excess of \$5,000.00:

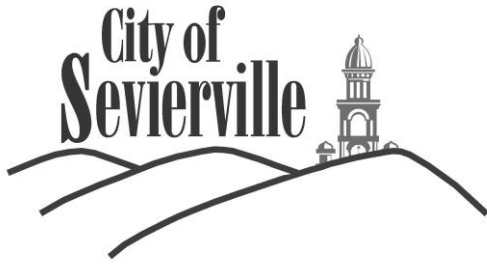
1. ServePro	ETSU flooding cleanup	\$10,608.73	Prof services
2. Tyler Technologies	Executime app	\$945.50	Incremental
3. AJ Sports Company	Curtain structural support	\$2,400.00	Incremental
4. Drake Lighting	FAA required beacon	\$6,600.00	Low price

A motion was made by Alderman Helton and seconded by Alderman McCroskey to approve the expenditure(s) as presented. Motion carried.

There being no further business to discuss, the meeting adjourned at 6:21 PM.

Approved: \_\_\_\_\_  
Robert W. Fox, Vice-Mayor

Attest: \_\_\_\_\_  
Lynn K. McClurg, City Recorder



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## Board Memorandum

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**DATE:** December 17, 2018

**AGENDA ITEM:** Consider R2018-016, a banking resolution for the accounts of the City of Sevierville.

**RESPONSIBILITY:** Lynn McClurg, Chief Financial Officer

**PRESENTATION:** The attached banking resolution is presented to add Robert W. Fox, Sr.'s name as a fourth eligible signature on City accounts. Two signatures are required to withdraw funds from depository accounts.

**REQUESTED ACTION:** Adoption of resolution R2018-016.

**RESOLUTION R2018-016**

**BANKING RESOLUTION  
FOR THE ACCOUNTS OF THE CITY OF SEVIERVILLE**

BE IT RESOLVED, that the financial institution to which this is presented, be and the same is designated as a depository of the public funds deposited by the City of Sevierville, that the following officers or employees of this Municipal Corporation be and are hereby authorized to open an account or accounts with said financial institution on such terms and conditions as he/she may deem proper; that said financial institution is authorized to accept for deposit or collection any draft or check or other instrument bearing the endorsement of this Municipal Corporation, whether stamped, written, or otherwise.

BE IT FURTHER RESOLVED that any funds of this corporation in any such account or accounts may be withdrawn by check, draft, or other instrument when signed in the name of this Municipal Corporation by any TWO (2) of the following officers or employees:

Signature	Name and Office
_____	Robert W. Fox, Sr., Vice-Mayor
_____	Devin Koester, Alderman
_____	Lynn K. McClurg, CFO/City Recorder
_____	Russell G. Treadway, City Administrator

And the said financial institution is hereby authorized to pay such checks, drafts, orders or other instruments, and also to receive the same for the credit of or in the payment from the payee or any other holder when so signed.

BE FURTHER RESOLVED that the foregoing Resolution is to continue in full force and effect until written notice of rescission or modification thereof has been received by said financial institution.

IN WITNESS WHEREOF, we have hereto set our hands and the seal of this Municipal Corporation this 17th day of December, 2018.

ATTEST: \_\_\_\_\_  
Lynn K. McClurg, City Recorder

APPROVED: \_\_\_\_\_  
Robert W. Fox, Sr., Vice-Mayor



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## Board Memorandum

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**DATE:** December 17, 2018

**AGENDA ITEM:** Consider approval of a Resolution R-2018-017 – A  
Resolution “Authorizing Signing of City Contracts.”

**RESPONSIBILITY:** Russell Treadway, City Administrator

**PRESENTATION:** Customarily, the Mayor has signed contracts approved by the Board of Mayor & Aldermen. Our charter contains no provision for Mayoral succession and no provision for signing of contracts.

This resolution would authorize the Vice-Mayor or City Administrator to execute contracts approved by the Board as long as the office of Mayor is vacant.

**REQUESTED ACTION:** Approval of Resolution R-2018-017

**RESOLUTION R-2018-017**

**AUTHORIZING SIGNING OF CITY CONTRACTS**

WHEREAS, the Mayor of the City of Sevierville has customarily signed contracts on behalf of the City, after approval of said contracts by the Board of Mayor and Aldermen; and

WHEREAS, the Mayor, Bryan C. Atchley, passed away on December 9, 2018, leaving the office of Mayor vacant; and

WHEREAS, the City Charter contains no provision for Mayoral succession, and no provision stating who should sign contracts on behalf of the City if the office of Mayor is vacant; and

WHEREAS, the Board of Mayor and Aldermen deem it necessary and desirable that certain officers of the City be authorized to sign contracts on behalf of the City while the office of Mayor is vacant, once said contracts have been approved by the Board of Mayor and Aldermen.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF MAYOR AND ALDERMEN of the CITY OF SEVIERVILLE, TENNESSEE, that, while the office of Mayor is vacant, all contracts approved by the Board of Mayor and Aldermen shall be signed on behalf of the City by the Vice-Mayor and the City Administrator, whose signatures shall be attested to by the City Recorder.

This Resolution passed this 17<sup>th</sup> day of December 2018.

APPROVED: \_\_\_\_\_  
Robbie Fox, Vice-Mayor

ATTEST:

\_\_\_\_\_  
Lynn K. McClurg, City Recorder