

AGENDA
CITY OF MORRISTOWN, TENNESSEE
CITY COUNCIL MEETING
NOVEMBER 17, 2015 – 5:00 P.M.

1. CALL TO ORDER

Mayor Gary Chesney

2. INVOCATION

Tom Miles, Senior Chaplain, Morristown Police Department

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. APPROVAL OF MINUTES

1. November 3, 2015

6. PROCLAMATIONS/PRESENTATIONS

1. Small Business Saturday Proclamation

**7. CITIZEN COMMENTS ABOUT AGENDA ITEMS ONLY
(Other than items scheduled for public hearing.)**

8. OLD BUSINESS

8-a. Public Hearings & Adoption of Ordinances/Resolutions

9. NEW BUSINESS

9-a. Resolutions

9-b. Introduction and First Reading of Ordinances

9-c. Awarding of Bids/Contracts

1. Award Bid/Contract for five (5) Snow Plow(s) in the amount of \$3,355 per unit, total amount \$16,775, to Kingsport Iron & Metal, LLC.
2. Award Bid/Contract Patching Machine in the amount of \$70,531.17 to Paving Maintenance Supply.

3. Approve Change Order No. 1 for Vantage View Drive project to HS Construction and Excavating, LLC, net increase of this change order \$4,000 bringing total cost from \$499,096.10 to \$503,096.10, to place sod behind the curb along Vantage View Drive.
4. Approve Amendment No. 2 to the Agreement between City of Morristown and Kimley Horn & Associates, Inc., dated February 26, 2014, concerning Task Order 003, Wayfinding Signage Project in the amount of \$134,700.

9-d. Board/Commission Appointments

1. City Council's appointment or re-appointment to Child Care Centers Board (Morristown-Hamblen) for a two (2) year term to expire November 20, 2017. {Term expiring: Major Michelle Jones.}

9-e. New Issues

10. CITY ADMINISTRATOR'S REPORT

1. Airport Capital Improvement Plan & Projects.

11. COMMUNICATIONS/PETITIONS

This is the portion of the meeting where members of the audience may speak subject to the guidelines provided.

12. COMMENTS FROM MAYOR/COUNCILMEMBERS/COMMITTEES

13. ADJOURN

City Council Meeting/Holiday Schedule:

Regular City Council Meeting with Work Session

November 26 & 27, 2015	(Thursday & Friday)	City Employee's Holiday Thanksgiving
December 1, 2015	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
December 1, 2015	(Tues) 6:00 p.m.	City Center Christmas Tree Lighting
December 15, 2015	(Tues) 4:00 p.m.	Finance Committee Meeting
December 15, 2015	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
December 25, 2015	(Friday)	City Employee's Holiday Christmas Day
January 1, 2016	(Friday)	City Employee's Holiday New Years Day
January 5, 2016	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
January 18, 2016	(Monday)	City Employee's Holiday Martin Luther King Day
January 19, 2016	(Tues) 4:00 p.m.	Finance Committee Meeting
January 19, 2016	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
February 2, 2016	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session
February 16, 2016	(Tues) 4:00 p.m.	Finance Committee Meeting
February 16, 2016	(Tues) 5:00 p.m.	Regular City Council Meeting with Work Session

WORK SESSION AGENDA
November 17, 2015
5:00 p.m.

1. No Work Session

**STATE OF TENNESSEE
COUNTY OF HAMBLLEN
CORPORATION OF MORRISTOWN
NOVEMBER 3, 2015**

The City Council for the City of Morristown, Hamblen County, Tennessee, met in regular session at the regular meeting place of the Council in the Morristown City Center at 5:00 p.m., Tuesday, November 3, 2015, with the Honorable Mayor Gary Chesney, presiding and the following Councilmembers present; Bob Garrett, Chris Bivens, Kay Senter, Dennis Alvis, Ken Smith and Tommy Pedigo.

Dr. Chris Dotson, Chaplain Coordinator led in the invocation and Councilmember Alvis led in the "Pledge of Allegiance".

Councilmember Alvis made a motion to approve the October 20, 2015 minutes as circulated. Councilmember Senter seconded the motion and upon roll call; all voted "aye".

A Public Hearing was held regarding Ordinance No. 3525. The following people spoke regarding Ordinance No. 3525: Jorene Davis.

Councilmember Smith made a motion to approve Ordinance No. 3525 on second and final reading. Councilmember Garrett seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3525

An Ordinance to Amend the Municipal Code of the City of Morristown, Tennessee, Appendix B. {Rezoning vacant parcel fronting Wilder Street from (R-1) Single Family Residential to (R-2) Medium Density Residential District}.

A Public Hearing was held regarding Ordinance No. 3526.

Councilmember Bivens made a motion to approve Ordinance No. 3526 on second and final reading. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3526

An Ordinance to Amend the City of Morristown, Tennessee, Municipal Code, Title 14, {Zoning and Land Use Control}, Chapter 2 {Zoning Ordinance} by amending Chapter 29 {Sign Regulations}, Section 14-2903 {Definitions}, Section 14-2906-D-f {Allowable Signs by Zoning District, Temporary Signs for office, commercial, and industrial use in IB, PCD, LI, ALI, and HI zones}, and Section 14-2906-E-6 {Allowable Signs by Zoning District, Temporary Signs for office, commercial, and industrial use in the TA zone}.

A Public Hearing was held regarding Ordinance No.'s 3527, 3528 and 3529. The following people spoke regarding Ordinance No.'s 3527, 3528 and 3529: Jake Adams, Paris Vaughn, Gwen Holden, Don Kimbrough, Chuck Dyer, David Vaughn, Paul LeBel and Jason Limpka.

Councilmember Pedigo made a motion to approve Ordinance No. 3527 on second and final reading. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3527
An Ordinance of the City Council of Morristown, Tennessee, Deleting Title 9, Chapter 6 {Junk Yards and Automobile Graveyards} of the Morristown Municipal Code.

Councilmember Senter made a motion to approve Ordinance No. 3528 on second and final reading. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3528
An Ordinance of the City Council of Morristown, Tennessee, Amending Title 13, Chapter 1 {General Property Maintenance} of the Morristown Municipal Code.

Councilmember Pedigo made a motion to approve Ordinance No. 3529 on second and final reading. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Ordinance No. 3529
An Ordinance of the City Council of Morristown, Tennessee, Amending Title 17 {Refuse and Trash Disposal} of the Morristown Municipal Code.

Councilmember Bivens made a motion to approve the Police Departments promotion of Chris Blair to Detective Captain. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Smith made a motion to approve the Police Departments promotion of Bob Ellis to Detective Sergeant. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Bivens made a motion to approve the Police Departments promotion of Ron Sargent to Detective Corporal. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Councilmember Alvis made a motion to approve the Police Departments promotion of Mike Bacon to Detective. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to approve the Police Departments promotion of Michael Morrison to Detective. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to approve the Police Departments promotion of Pete Shockley to Detective. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Bivens made a motion to approve the Police Departments promotion of Brian Sulfridge to Sergeant. Councilmember Alvis seconded the motion and upon roll call; all voted "aye".

Councilmember Alvis made a motion to approve the Police Departments promotion of Craig Jarnagin to Corporal. Councilmember Bivens seconded the motion and upon roll call; all voted "aye".

Councilmember Senter made a motion to approve the Police Departments promotion of Lloyd Crocker to Corporal. Councilmember Pedigo seconded the motion and upon roll call; all voted "aye".

Councilmember Alvis made a motion to approve the Police Departments promotion of Diana Pierce to Corporal Support Services. Councilmember Smith seconded the motion and upon roll call; all voted "aye".

Mayor Chesney adjourned the November 3, 2015 City Council meeting at 6:20 p.m.

MAYOR

ATTEST:

CITY ADMINISTRATOR



Morristown City Council Agenda Item Summary

Date: November 11, 2015

Agenda Item: Approval of Bid – Snow Plow

Prepared by: Joey Barnard

Subject: Snow Plow

Background/History: Due to the age and utilization of current snow plows, Public Works needs to replace plows that are currently in use.

Findings/Current Activity: The bid was advertised in the *Citizen Tribune* on October 26, 2015 and on November 2, 2015. Additionally, the bid was posted to the City of Morristown's website and through Vendor Registry, an on-line bid facilitation website. The submission deadline was 11:00 AM on Friday, November 6, 2015. We received six (6) responses.

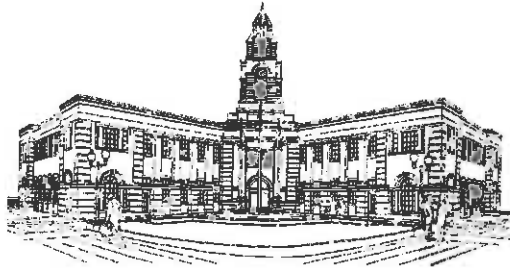
Financial Impact: Funds totaling \$25,000 have been appropriated for snow plows. Kingsport Iron & Metal, LLC submitted the lowest bid for the snow plows in the amount of \$3,355 per unit. It is Public Works desire to purchase up to five (5) units for a total of \$16,775.

Action options/Recommendations: It is staffs' recommendation to accept the best and lowest bid submitted by Kingsport Iron & Metal, LLC as detailed above.

Attachments: Bid Tabulation.

City of Morristown
 Snow Plow Bid
 Friday, November 6, 2015 11:00 a.m.

B & H Sales	Fully Complies	Meyer Mod LP 7.5	\$	4,940.00
Kingsport Iron & Metal, LLC	Fully Complies	SnowDogg EX 75	\$	3,355.00
CMI Equipment Sales, Inc.	Fully Complies	Western Pro 7.6	\$	5,749.00
Cherokee Truck Equipment, LLC	Does NOT Fully Comply -Blade Gauge -Shock Absorbers	SnowDogg HD 75	\$	3,492.00
Stringfellow, Inc.	Fully Complies	SnowDogg EX 75	\$	3,574.48



Morristown City Council Agenda Item Summary

Date: November 11, 2015

Agenda Item: Approval of Bid – Patching Machine

Prepared by: Joey Barnard

Subject: Patching Machine

Background/History: One of the more challenging areas of service for Public Works is pothole maintenance. Currently, Public Works addresses the issue with cold mix (think black top sealer purchased at your local home improvement store) or by using aggregate (rock) mixed with emulsion (binding agent) to fill potholes. In order to better address the issue, Public Works is in need of a patching machine. This machine will be towed behind a dump truck with a mechanism that allows for the aggregate in the dump truck to be transferred to the patching machine. The machine will then add emulsions to the aggregate that will dispersed into the pothole under force. This allows for better binding to existing asphalt that will prolong the life of the patch until it is replaced or the road is resurfaced.

Findings/Current Activity: The bid was advertised in the *Citizen Tribune* on October 20, 2015 and on October 27, 2015. Additionally, the bid was posted to the City of Morristown's website and through Vendor Registry, an on-line bid facilitation website. The submission deadline was 2:00 PM on Friday, November 6, 2015. We received four (4) responses.

Financial Impact: Funds totaling \$70,000 have been appropriated for the purchase of the patching machine. As stated previously, four (4) bids were received. CMI Equipment Sales, Inc. submitted one bid (\$47,500) for a used machine. Based on the nature of the equipment, this bid was immediately rejected. Public Works staff feels that it is in the best interest to purchase a new machine. Therefore, there were three (3) bids submitted for new equipment. The low bids received do not fully comply with the specifications. Public Works requested in the specifications that the machine included an auger and hydraulics that allows for continues feed of aggregate material. This allows the driver to remain in the truck while the individual running the machine can manage all facets involved in creating the product to fill the pothole. The bid in the amount of \$70,531.17 submitted by Paving

Maintenance Supply meets all specifications. Funds are available within the line item of the budget for the amount over the amount appropriated due to anticipated savings on other equipment purchases.

Action options/Recommendations: It is staffs' recommendation to accept the best bid submitted by Paving Maintenance Supply, a Division of Crafc0, as detailed above and summarized in the bid tabulation included herein.

Attachments: Bid Tabulation

City of Morristown
 Patching Machine Bid
 Friday, November 6, 2015 2:00 p.m.

Bidder	System/Item Description	Bid Price	Bid Price
Wairren Power Attachments	Did NOT Fully Comply	T7500 Total Patcher	\$ 48,500.00
CMI Equipment Sales, Inc.	Did NOT Fully Comply	USED Durapatcher 125DJT	\$ 47,500.00
CMI Equipment Sales, Inc.	Did NOT Fully Comply	Durapatcher 125DJT	\$ 58,836.00
Paving Maintenance Supply, Inc.	Fully Complies	Magnum Spray Injection Patching Machine by Crafico	\$ 70,531.17

CHANGE ORDER

No. 1

DATE OF ISSUANCE <u>11-10-2015</u>	EFFECTIVE DATE _____
OWNER <u>City of Morristown</u>	
CONTRACTOR <u>HS Construction and Excavating, LLC</u>	
Contract: <u>City of Morristown – Vantage View Drive Stormwater Improvements</u>	
Project: <u>Vantage View Drive</u>	
OWNER's Contract No. _____	ENGINEER's Contract No. <u>MRC-327CE06SW</u>
ENGINEER <u>LDA Engineering (Lamar Duen & Associates, Inc.)</u>	

You are directed to make the following changes in the Contract Documents.

Description: Add new item for sod to be placed a width of 4-feet behind the curb along Vantage View Drive. Total quantity add shall be 500 S.Y. and Unit Price shall be \$8.00 / S.Y.

Reason for Change Order: City requested sod to be place 4-feet behind curb to accelerate the stabilization of the shoulder area.

Attachments: (List documents supporting change) NA

CHANGE IN CONTRACT PRICE:

Original Contract Price	
\$ <u>499,096.10</u>	
Net Increase (decrease) from previous Change Orders No. <u>0</u> to No. <u>1</u>	
\$ <u>0</u>	
Contract Price prior to this Change Order	
\$ <u>499,096.10</u>	
Net Increase (decrease) of this Change Order	
\$ <u>4,000.00</u>	
Contract Price with all approved Change Orders	
\$ <u>503,096.10</u>	

CHANGE IN CONTRACT TIMES:

Original Contract Times:	
Substantial Completion: _____	<u>180</u>
Ready for final _____	<u>210</u>
	(days or dates)
Net changes from previous Change Orders No. <u>0</u> to No. <u>1</u> :	
Substantial Completion: _____	<u>0</u>
Ready for final payment: _____	<u>0</u>
	(days)
Contract Times prior to this Change Order	
Substantial Completion: _____	<u>180</u>
Ready for final payment: _____	<u>210</u>
	(days or dates)
Net Increase (decrease) of this Change Order	
Substantial Completion: _____	<u>0</u>
Ready for final payment: _____	<u>0</u>
	(days)
Contract Times with all approved Change Orders	
Substantial Completion: _____	<u>180</u>
Ready for final payment: _____	<u>210</u>
	(days or dates)

RECOMMENDED:

BY: 
ENGINEER (Authorized Signature)

DATE: 11-11-15

APPROVED:

BY: _____
OWNER (Authorized Signature)

DATE: _____

ACCEPTED:

BY: _____
CONTRACTOR (Authorized Signature)

DATE: _____

MRC-327 CE 06SW
EJCDC No.1910-8-B (1996 Edition)

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City of Morristown

Incorporated 1855

Department of Community Development and Planning



Memo

To: Mr. Tony Cox, City Administrator

From: Alan C. Hartman

Date: 11/12/2015

CC: Debra Stamey

Re: Amendment No. 2 to the Agreement between City of Morristown and Kimley Horn & Associates Inc. dated February 26, 2014 Concerning Task Order 003, Wayfinding Signage Project.

Background

Now that the design phase of the project is drawing near and it is expected that we will enter the next phase which is construction we are in need to amend our agreement with the consultant Kimley-Horn to include the completion of Construction Engineering and Inspection services.

Kimley-Horn, together with their Subconsultant , Smith, Seckman Reid, Inc. will provide these services which include: conducting the required preconstruction conferences and meetings , provide utility coordination, provide supplemental agreements or change orders, approve shop drawings, quality assurance services, testing and training, progress payments, distribution of correspondence, inspection of work, contractor payrolls, reports, and Final Records.

This is a regional project made possible through funding by the Lakeway Area Metropolitan Transportation Planning Organization. The total cost of these services is \$134,700.

Recommendation

Staff recommends approval

Attachments

Amendment #2, dated, November 11, 2015

**AMENDMENT NUMBER 2 TO THE AGREEMENT BETWEEN THE CLIENT
AND KIMLEY-HORN AND ASSOCIATES, INC.**

AMENDMENT NUMBER 2 DATED November 11, 2015 to the agreement between the City of Morristown, ("Client") and Kimley-Horn and Associates, Inc., ("Consultant") dated February 26, 2014 ("the Agreement") concerning Task Order Number 003, Wayfinding Signage Project (the "Project").

The Consultant has entered into the Agreement with Client for the furnishing of professional services, and the parties now desire to amend the Agreement.

Therefore, it is mutually agreed that the Agreement is amended to include Additional Services to be performed by Consultant and provisions for additional compensation by the Client to the Consultant, all as set forth in Exhibit A hereto. The parties ratify the terms and conditions of the Agreement not inconsistent with this Amendment, all of which are incorporated by reference.

CLIENT:

CONSULTANT:



CITY OF MORRISTOWN

KIMLEY-HORN AND ASSOCIATES, INC.

By: _____

By: David Coode, RLA, AICP

Title: _____

Title: Associate

Date: _____

Date: November 11, 2015

negotiate prices for additional pay items with the contractor while adhering to the "TDOT Average Unit Price" listing when possible and coordinate acceptance of prices with the Client. Kimley-Horn will prepare the Supplemental Agreement / Construction Change and submit to the Client for final review and submittal for processing. Any work that cannot be negotiated with the prime contractor will be pursued by Force Account as defined in the TDOT Standard Specifications and recorded on forms supplied by TDOT. Kimley-Horn will review any Value Engineering Change Proposals and prepare recommendations for the Client.

Task 11.5 – Shop Drawings and Submittals

Kimley-Horn will review and approve or take other appropriate action with respect to Shop Drawings and Submittals, up to a maximum of fifteen (15) Shop Drawings and Submittals, but only for conformance with the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs.

Task 11.6 – Quality Assurance, Testing for Acceptance, and Training

Kimley-Horn will provide certified and trained personnel for field and plant testing and inspection. Kimley-Horn will monitor the testing provided by the Contractor in the field as defined in the Contract, Plans or Specifications and document testing on standard forms normally used by TDOT. Kimley-Horn will monitor documentation of testing by the Contractor. Field testing consists of ACI tests for concrete consisting of concrete plant, nuclear density testing of subgrade and earthwork, base stone, asphalt, structural backfill, and pipe backfill as defined in the Standard Specifications and the TDOT sampling and testing schedule. Kimley-Horn (via our CEI Subconsultant) will provide source or plant testing according to TDOT Standard Specification 106.05 to consist of asphalt plant inspection (if these materials are proposed in the Plans). Kimley-Horn will provide miscellaneous checking of application rates and dimensions and bearings to review conformance to Plans and Specifications. In case of notification of defective concrete as defined in the Specifications, the Consultant will submit the initial information on TDOT standard forms and receive the final disposition of the material after review. Certifications of material submitted by the Contractor will be reviewed by Kimley-Horn for conformity to the Specifications. A Final Materials and Tests Certification will be provided in the Final Records submitted to the Client.

Task 11.7 – Progress Payments

Kimley-Horn will collect and assemble quantities for Monthly Progress Payments to the prime Contractor from actual project field records, as directed by Special Provisions in the contract, from Supplemental Agreements / Construction Changes, or from Force Accounts. The quantities for payment will be referenced to field records prior to submission for payment. Test reports will be on file prior to payment. Recommended pay quantities will be submitted to the Client for review and payment. Payments for stockpiled material may be made as defined in the TDOT Standard Specifications and approved by the Project Supervisor. Copies of approved subcontracts as well as copies of actual DBE Subcontractor's contracts will be on file prior to the first Progress Payment.

Task 11.8 – Distribution of Correspondence

Kimley-Horn will submit to the Client a copy of the correspondence between Kimley-Horn, the Client, the Contractor, Subcontractors, and TDOT concerning matters related to the project. Kimley-Horn will maintain an office file copy for submission with the project Final Records.

Task 11.9 – Inspection of Work

Kimley-Horn will provide construction observation (inspection) services to determine if the work is in general conformance with the Plans and Specifications for items that are being

Client after project completion. Kimley-Horn will make one set of corrections when/if notified and resubmit the records and a final estimate for the project at the appropriate time. Kimley-Horn will submit final forms (FHWA-47, CC3, etc.) with the final records.

Task 11 Kimley-Horn Deliverables: Pre-Construction Conference Meeting Minutes (PDF format)
Construction Progress Meeting Minutes (PDF format)
Shop Drawing / Submittal Review Correspondence (PDF format)
CEI Documentation consistent with TDOT Procedures

Consultant and Client agree to the following general schedule in connection with the Additional Services set forth above:

Up to a nine (9) month construction schedule is anticipated for this project.

For the Additional Services set forth above, Client shall pay Consultant the following additional compensation:

\$134,700 lump sum, inclusive of expenses.

From the Desk of

Debbie Stamey

Deputy Clerk/Executive Assistant

(423) 585-4603

e-mail dstamey@mymorristown.com

TO: Mayor and City Council

**RE: APPOINTMENT OR RE-APPOINTMENT CHILD CARE CENTERS
BOARD (MORRISTOWN-HAMBLEN)**

DATE: November 13, 2015

Child Care Center Board member Michelle Jone's term will expire on November 20, 2015, and she has expressed interest in re-appointment as she is currently Chairperson on this board.

{This is a City Council appointment for a two (2) year term to expire on November 20, 2017, scheduled for the November 17, 2015 City Council meeting.}