
**CITY OF GALLATIN
COUNCIL MEETING**

February 03, 2015

6:00 pm

**Dr. J. Deotha Malone
Council Chambers**

- Call to Order – Mayor Paige Brown
- Invocation
- Pledge of Allegiance – Councilman Camp
- Roll Call: Alexander – Brackenbury – Camp – Vice Mayor Hayes – Kemp – Mayberry – Overton
- Approval of Minutes: January 06, 2015 City Council Meeting
- Public Recognition on Agenda-Related Items
- Mayor’s Comments

AGENDA

1. **Public Hearing Ordinance No. O15Ø1-2** An ordinance of the City of Gallatin, Sumner County, Tennessee, rezoning an approximate 3.22 (+/-) acres, located north of Long Hollow Pike and both east and west of Carellton Drive, from the Residential 8 – Planned Residential Development (R8-PRD) Zoning District to the Multiple Residential and Office (MRO) Zoning District and approving a Preliminary Master Development Plan for Carellton Commercial, authorizing the revision to be indicated on the Official Zoning Atlas; repealing conflicting ordinances; providing for severability, and providing for an effective date. **(Vice Mayor Hayes)**
2. **Second Reading Ordinance No. O15Ø1-1** Ordinance amending Chapter 14, Section 14-23 “Collection Service” and Section 14-28, “Refuse Collection Fee” of the Gallatin Municipal Code **(Councilwoman Brackenbury)**
3. **Second Reading Ordinance No. O15Ø1-4** Ordinance appropriating funds of \$821.04 from donations **(Councilwoman Kemp)**
4. **Second Reading Ordinance No. O15Ø1-5** Ordinance appropriating \$45,428.40 to install a fire alarm system for City Hall, Fire Hall #1, Fire Hall #2, Police Headquarters and Police Annex **(Councilman Alexander)**
5. **Second Reading Ordinance No. O15Ø1-6** Ordinance transferring balance of records preservation funds from City Attorney’s Office Account No. 110-41620-329 to City Recorder’s Office Account No. 110-41510-329 **(Councilman Overton)**
6. **Second Reading Ordinance No. O15Ø1-7** Ordinance amending Chapter 13, Section 13-102 “Coverage” of the Gallatin Municipal Code **(Councilman Overton)**
7. **First Reading Ordinance No. O15Ø1-9** Ordinance appropriating funds from the United States Department of Justice Equitable Sharing Funds – Asset Forfeiture Program in the amount of \$37,323.47 **(Councilman Mayberry)**

8. **First Reading Ordinance No. O1502-10** Ordinance appropriating \$64,000.00 to 110-44450-321 to sprig fairways at Long Hollow Golf Course **(Councilman Overton)**
9. **Resolution No. R1501-1** Resolution appointing Ed Mayberry and Rachel Nichols to Gallatin Pension Committee **(Councilman Camp)**
10. **Resolution No. R1501-3** Resolution providing for the transfer of used or surplus personal property between the City of Gallatin and other governmental entities **(Councilman Mayberry)**
11. **Resolution No. R1502-4** Resolution amending Gallatin Personnel Rules and Regulations relating to temporary employees **(Councilwoman Brackenbury)**

- Other Business
- Public Recognition on Non-Agenda-Related Items
- Adjourn

**City of Gallatin
City Council Meeting**

January 6, 2015

The Gallatin City Council met in regular session on Tuesday, January 6, 2105 in the Dr. J. Deotha Malone Council Chambers Gallatin City Hall. Mayor Jo Ann Graves called the meeting to order at 6:00 P.M. Gallatin Fire Captain and Chaplain Mark Hall led the opening prayer and Councilwoman Julie Brackenbury led the Pledge of Allegiance.

City Recorder Connie Kittrell called the roll and the following were present.

Present:

Mayor Jo Ann Graves
Vice Mayor John D. Alexander
Councilwoman Julie Brackenbury
Councilman Steve Camp
Councilman Craig Hayes
Councilwoman Anne Kemp
Councilman Ed Mayberry
Councilman Jimmy Overton

Absent:

Others Present

David Brown, Leisure Services Dir.
Rachel Nichols, Finance Director
Debbie Johnson, Human Resource Dir.
News Examiner, Reporter
Nick Tuttle, City Engineer
Rosemary Bates, Special Projects Director
Tommy Dale, Assistant Fire Chief
Ronnie Stiles, Public Works Director
Connie Kittrell, City Recorder

David Gregory, Public Utilities Dir.
Gallatin News, Reporter
Don Bandy, Police Chief
Lori Smiley, IT Director
James Fenton, EDA Director
Chuck Stuart, Building Official
Susan High McAuley, City Attorney
Bill McCord, City Planner

Approval of Minutes

There were no minutes provided for approval.

Swearing in Ceremony

The Oaths of Office were conducted by The Honorable Barry Brown, Sumner County General Sessions II/Juvenile Court Judge. They were given in the following order:

Mayor - Paige Brown

Council-At-Large - Ed Mayberry

Council District 3 - Jimmy Overton

Council District 4 - Craig Hayes

Council District 5 - John D. Alexander

City Recorder/City Judge - Connie Kittrell

Mayor Paige Brown asked everyone to join her in showing appreciation to out-going Mayor Jo Ann Graves for her service and leadership.

Election of Vice Mayor

Mayor Brown asked for nominations for Vice Mayor.

Councilwoman Anne Kemp nominated Councilman Craig Hayes.

Vice Mayor John D. Alexander nominated Councilwoman Julie Brackenbury.

Nominations ceased.

City Recorder Connie Kittrell called the roll call vote for Vice Mayor:

Vice Mayor John D. Alexander	Voted for Councilwoman Julie Brackenbury
Councilwoman Julie Brackenbury	Voted for Councilman Craig Hayes
Councilman Steve Camp	Passed
Councilman Craig Hayes	Voted for Councilman Craig Hayes
Councilwoman Anne Kemp	Voted for Councilman Craig Hayes
Councilman Ed Mayberry	Voted for Councilman Craig Hayes
Councilman Jimmy Overton	Voted for Councilman Craig Hayes

The votes for Vice Mayor were:

5 votes for Councilman Craig Hayes
1 vote for Councilwoman Julie Brackenbury
1 pass

Councilman Craig Hayes is the newly elected Vice Mayor.

Election of Council Representative to the Planning Commission

Mayor Brown asked for nominations for the Council Planning Commission representative.

Councilman John D. Alexander nominated Councilwoman Julie Brackenbury.

With no further nominations Mayor Brown called for a vote. The vote was 7 ayes and 0 nays.

Public Recognition on Agenda Related Items

Mayor Brown opened public recognition on agenda related items and with no one wishing to speak public recognition was closed.

Mayor's Comments

Mayor Brown recognized all department heads, city employees and city board members in the audience.

Mayor Brown shared her story of how the 2006 tornado changed her career path and brought her back home to Gallatin to work at the Chamber of Commerce and eventually to her being elected Gallatin's new Mayor.

Agenda

1. Ordinance #O1412- 67 - First Reading

Councilman Mayberry presented this ordinance awarding bid and authorizing funds in the amount of \$1,128,565.00 from Natural Gas Reserves for "2014 Annual Gas Line Construction" in various areas of the City.

Councilman Mayberry made motion to approve; Councilman Overton second. Motion carried with 7 ayes and 0 nays.

2. Ordinance #O1412- 68 - First Reading

Councilman Camp presented this ordinance of the City of Gallatin, Sumner County, Tennessee, rezoning an approximate 1.071 (+/-) acre lot, located south of Hancock Street and east of Green Wave Drive from Multiple Residential and Office - Planned Unit Development (MRO-PUD) to Multiple Residential and Office (MRO) Zoning

District, and approving a Preliminary Master Development Plan for Hancock Ridge Apartments, authorizing the revision to be indicated on the Official Zoning Atlas; repealing conflicting ordinances; providing severability, and providing for an effective date.

Councilman Camp made motion to approve; Councilman Alexander second.

Councilman Overton asked City Planner Bill McCord to ask the developer to provide more screening/fence back toward the creek area (Halewood Subdivision) and take this request back to the planning commission. Mr. McCord stated that the developer is requesting this item have a public hearing and second reading at the same meeting or call a special meeting.

Mayor Brown called for the vote. Motion carried with 7 ayes and 0 nays.

3. Resolution #R1412-62

Councilwoman Kemp presented this resolution authorizing Mayor to execute contract for purchase of 395 Airport Road.

Councilwoman Kemp made motion to approve; Councilwoman Brackenbury second. Motion carried with 7 ayes and 0 nays.

Other Business

Mayor Brown called for other business.

Special Projects Director Rosemary Bates informed Council of the road closure request from Gallatin Housing Authority for South Pardue Street for approximately six months. City Engineer Nick Tuttle stated the Gallatin Housing Authority is undergoing major renovations and is requesting that small section of the road be closed during this time. Ms. Bates stated that all the paperwork had been submitted and approved.

Councilman Overton made motion to approve; Vice Mayor Hayes second. Motion carried with 7 ayes and 0 nays.

Public Recognition on Non Agenda Related Items

Mayor Brown called for public recognition on non-agenda related items.

Building Codes Official Chuck Stuart introduced his new Assistant Building Official, Russ Steinike.

Adjourn

With no other business to discuss Mayor Brown adjourned the meeting.

Mayor Paige Brown

City Recorder Connie Kittrell

ORDINANCE NO. 01501-2

AN ORDINANCE OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE, REZONING AN APPROXIMATE 3.22 (+/-) ACRES, LOCATED NORTH OF LONG HOLLOW PIKE AND BOTH EAST AND WEST OF CARELLTON DRIVE, FROM THE RESIDENTIAL 8 – PLANNED RESIDENTIAL DEVELOPMENT (R8-PRD) ZONING DISTRICT TO THE MULTIPLE RESIDENTIAL AND OFFICE (MRO) ZONING DISTRICT AND APPROVING A PRELIMINARY MASTER DEVELOPMENT PLAN FOR CARELLTON COMMERCIAL, AUTHORIZING THE REVISION TO BE INDICATED ON THE OFFICIAL ZONING ATLAS; REPEALING CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the owner of property has submitted a complete application to rezone 3.22 (+/-) acres located north of Long Hollow Pike and both east and west of Carellton Drive; and

WHEREAS, the property to be rezoned is located north of Long Hollow Pike and both east and west of Carellton Drive and is currently zoned Residential 8 – Planned Residential Development (R8-PRD); and

WHEREAS, the Gallatin Municipal-Regional Planning Commission has reviewed and recommended approval of the proposed rezoning in GMRPC Resolution 2014-94; and

WHEREAS, a public hearing was held following public notice as prescribed by the Gallatin Zoning Ordinance and T.C.A. Section 13-7-203; and

WHEREAS, the City Council has approved by majority vote of the members present the rezoning request of the described property; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE as follows:

Section 1. The City Council of the City of Gallatin does hereby approve the rezoning of a 3.22 (±) acres from the Residential 8 – Planned Residential Development (R8-PRD) zoning district to the Multiple Residential and Office (MRO) zoning district as described in Exhibit ‘A’ and approves the Preliminary Master Development Plan as described in Exhibit ‘B’.

Section 2. The City Council of the City of Gallatin does hereby approve, authorize and direct the revision of the City’s Official Zoning Atlas to show the classification for the area as hereby rezoned.

Section 3. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

Section 4. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provision or applications of this ordinance which can be given without the invalid provision or application, and to this end the provisions of this ordinance are declared severable.

BE IT FURTHER ORDAINED BY CITY COUNCIL OF THE CITY OF GALLATIN, SUMNER COUNTY, TENNESSEE, that this Ordinance shall take effect upon final passage, the public welfare requiring such.

PASSED FIRST READING: January 20, 2015.

PASSED SECOND READING:

MAYOR PAIGE BROWN

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

EXHIBIT 'A'

Legal Description – Part of Tax Map Parcel 124G/A/001.01, 3.22 (+/-) Acres

The following legal description is for property in the Eleventh Civil District of Sumner County, City of Gallatin, Tennessee, located on the lands of Northern Property, LLC, of record in Deed Book 3783, Page 177, R.O.S.C., TN .. And being more particularly described per a survey provided by Bruce Rainey & Associates, Job # 06-0186, dated January 3, 2007.

Tract 1

Commencing at a Point located approximately 641 feet West of the intersection of Long Hollow Pike and Big Station Camp Boulevard, along the North margin of Long Hollow Pike right of way, said Point being the southwestern corner of said Northern Property, LLC and the southeastern corner of Kenneth and Pamela Cobb, of record in Deed Book 48, Page 62, R.O.S.C., TN. Thence, with the north margin of said Long Hollow Pike, North 86 degrees 15 minutes 50 seconds East, a distance of 168.94 feet to a point, said point being the Point of Beginning of the herein described tract;

Thence, leaving the north margin of said Long Hollow Pike and going into the land of said Northern Property, North 03 degrees 44 minutes 10 seconds West, a distance of 185.00 feet to a point;

Thence North 86 degrees 15 minutes 50 seconds East, a distance of 234.41 feet to a point;

Thence North 88 degrees 37 minutes 55 seconds East, a distance of 229.03 feet to a point;

Thence South 04 degrees 28 minutes 07 seconds West, a distance of 163.39 feet to a point;

Thence along a curve to the right, having a delta of 84 degrees 09 minutes 48 seconds, a radius of 25.00 feet, a tangent of 22.57 feet, an arc of 36.72 feet, a chord bearing of South 46 degrees 33 minutes 01 seconds West, and a chord length of 33.51 feet to a point, said point being in the north margin of said Long Hollow Pike;

Thence, with the north margin of said Long Hollow Pike, South 88 degrees 37 minutes 55 seconds West, a distance of 183.72 feet to a point;

Thence South 86 degrees 15 minutes 50 seconds West, a distance of 230.59 feet to the Point of Beginning and containing 83,174.82 square feet or 1.91 acres more or less.

Tract 2

Commencing at a Point located approximately 641 feet West of the intersection of Long Hollow Pike and Big Station Camp Boulevard, along the North margin of Long Hollow Pike right of way, said Point being the southwestern corner of said Northern Property, LLC and the southeastern corner of Kenneth and Pamela Cobb, of record in Deed Book 48, Page 62, R.O.S.C., TN. Thence, with the north margin of said Long Hollow Pike, North 86 degrees 15 minutes 50 seconds East, a distance of 399.53 feet to a point;

Thence North 88 degrees 37 minutes 55 seconds East, a distance of 319.42, said point being the Point of Beginning of the herein described tract;

Thence, leaving the north margin of said Long Hollow Pike, along a curve to the right, having a delta of 95 degrees 50 minutes 12 seconds, a radius of 25.00 feet, a tangent of 27.69 feet, an arc of 41.82 feet, a chord bearing of North 43 degrees 26 minutes 59 seconds West, and a chord length of 37.11 feet to a point;

Thence North 04 degrees 28 minutes 07 seconds East, a distance of 158.28 feet to a point;

Thence North 88 degrees 37 minutes 55 seconds East, a distance of 300.00 feet to a point;

Thence South 01 degrees 22 minutes 05 seconds East, a distance of 185.00 feet to a point, said point being in the north margin of said Long Hollow Pike;

Thence, with the north margin of said Long Hollow Pike, South 88 degrees 37 minutes 55 seconds West, a distance of 291.23 feet to the Point of Beginning containing 57,079.84 square feet or 1.31 acres more or less.

EXHIBIT 'B'

The rezoning shall be substantially consistent with the Carellton Commercial PMDP consisting of a four (4) sheet plan, prepared by Dewey-Estates Engineering of Nashville, TN, with project No. 12017 and dated November 13, 2014 and signed and sealed on November 26, 2014.

1. The rezoning shall be substantially consistent with the Carellton Commercial PMDP consisting of a four (4) sheet plan, prepared by Dewey-Estates Engineering of Nashville, TN, with project No. 12017 and dated November 13, 2014 and signed and sealed on November 26, 2014.
2. The applicant shall revised Sheet C3.0 to show the location and number of landscape material to meet the landscape requirements in the Gallatin Zoning Ordinance Section 08.04.050.
3. Provide appropriate driveway throat length of 60 feet for access onto Long Hollow Pike per *Gallatin on the Move 2020 Plan*. (The current layout appears to be approximately 10 feet short).
4. Correct the roadway striping on Long Hollow Pike, on each plan sheet.
5. The applicant shall submit a subdivision plat to create the proposed commercial lots.

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

JANUARY 13, 2015

DEPARTMENT: PLANNING DEPARTMENT

AGENDA # 5

SUBJECT:

Ordinance No. O1501-2. An ordinance of the City of Gallatin, Sumner County, Tennessee, amending the zoning on a 3.22(+/-) acre parcel from the Residential 8 - Planned Residential Development (R8-PRD) zone district to Multiple Residential and Office (MRO) zone district with a Preliminary Master Development Plan.

SUMMARY:

Applicant requests approval to amend the City of Gallatin Official Zoning Atlas to rezone a portion of one (1) parcel (Tax Map 124G - Group A - Parcel 001.01) and approval of a Preliminary Master Development Plan for Carellton Commerical, containing 3.22 (+/-) acres, located east and west of Carellton Drive and north of Long Hollow Pike. The Gallatin Municipal-Regional Planning Commission recommended approval at the December 8, 2014 Planning Commission Meeting. (PC0346-14)

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE AMENDING CHAPTER 14, SECTION 14-23 "COLLECTION SERVICE"
AND SECTION 14-28, "REFUSE COLLECTION FEE" OF THE GALLATIN
MUNICIPAL CODE

WHEREAS, it has come to the attention of the Mayor and City Council that although the refuse collection fee was set at \$12.00 during the budget proceedings for the fiscal year beginning July 1, 2013 and adopted by the Budget Ordinance, No. 01405-34, the relevant section in the Gallatin Municipal Code was never amended to reflect the updated fee; and

WHEREAS, The Mayor and City Council of Gallatin, Tennessee believe it is in the best interests of the City to update the Municipal Code to reflect the proper fee being charged its citizens; and

WHEREAS, it has come to the attention of the Mayor and City Council that Section 14-28 is identical to and replicated in Section 14-23(b). Accordingly, there is redundancy in the Municipal Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that Chapter 14 of the Gallatin Municipal Code shall be amended as follows:

- **Section 14-23, Collection service**, shall be retitled as **Collection Service and Fee**;
- Section 14-23(b) shall be amended by replacing the phrase "eight dollars (\$8.00)" in the first sentence of said subsection with the phrase "twelve dollars (\$12.00)"; and
- Section 14-28 shall be deleted in its entirety.

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect upon passage, the public welfare requiring such.

PASSED FIRST READING: January 20, 2015.

PASSED SECOND READING: _____, 2015.

MAYOR PAIGE BROWN

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

January 13, 2015

DEPARTMENT: City Attorney

AGENDA #

SUBJECT:

Refuse collection fee

SUMMARY:

The refuse collection fee was set at \$12.00 during the budget proceedings for the fiscal year beginning July 1, 2013 and adopted by the Budget Ordinance, No. 01405-34, but the relevant section in the Gallatin Municipal Code was never amended to reflect the updated fee.

RECOMMENDATION:

An Ordinance to reflect the change

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE NO. O1501-4

ORDINANCE APPROPRIATING FUNDS OF \$821.04 FROM DONATIONS

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$721.04 is hereby appropriated from account 110-36710, Donations from Businesses, and \$100.00 is hereby appropriated from account 110-36730, Donations From Individuals, as follows:

- \$100.00 to the Gallatin Fire Department Fire Prevention Supplies, 11042220-328,
- \$485.52 to the Gallatin Fire Department Small Equipment, 11042220-312,
- \$235.52 to the Gallatin Police Department Public Relations, 11042110-236, and

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: 01/20/2015

PASSED SECOND READING: _____

MAYOR PAIGE BROWN

ATTEST:

APPROVED AS TO FORM:

CONNIE KITTRELL
CITY RECORDER

SUSAN HIGH-MCAULEY
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

1/13/2015

DEPARTMENT: **Finance**

AGENDA #

SUBJECT:

Ordinance appropriating various donations

SUMMARY:

Ordinance to appropriate funds received from donations

RECOMMENDATION:

approval

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE NO. O15Ø1-5

ORDINANCE APPROPRIATING \$45,428.40 TO INSTALL A FIRE ALARM SYSTEM FOR CITY HALL, FIRE HALL #1, FIRE HALL #2, POLICE HEADQUARTERS AND POLICE ANNEX.

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$46,428.40 is hereby appropriated to install a Fire Alarm System for City Hall, Fire Hall #1, Fire Hall #2, Police Headquarters and the new Police Annex Building;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the Mayor is hereby authorized to sign any and all contracts and documents related to the installation of the Fire Alarm System;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: January 20, 2015.

PASSED SECOND READING: _____.

MAYOR PAIGE BROWN

ATTEST:

APPROVED AS TO FORM:

CONNIE KITTRELL
CITY RECORDER

SUSAN HIGH-MCAULEY
CITY ATTORNEY



RECEIVED
NOV 18 2014
MAYOR'S OFFICE

STATE OF TENNESSEE
DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
OCCUPATIONAL SAFETY AND HEALTH
220 French Landing Drive
Nashville, Tennessee 37243-1002
(615) 741-2793

November 17, 2014

*Email:
Bridgett.McBride@
State.tn.gov*

The Honorable Joann Graves
Mayor, City of Hendersonville *GALLATIN*
132 West Main Street Room 102
Gallatin, TN 37066

ATTN: JamiAnn Hannah, Risk Management Coordinator

Dear Mayor Graves:

On October 24, 2014, our compliance officer, Bridgett McBride, conducted a monitoring visit of Gallatin to evaluate and discuss the status of your occupational safety and health program. The following location(s) were inspected during the visit:

- City Hall
- Police

Our goal is to help you provide a safe and healthful work environment for your employees. We are confident this activity will facilitate the continued growth of your safety and health program and help to reduce workplace injuries and illnesses.

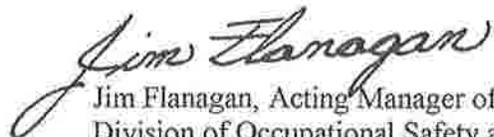
During this visit violation(s) of the OSHA standards were observed in the areas we inspected. These violation(s) do not imply that your program is ineffective; however, they are an indication of a program deficiency in some aspect of your safety and health program. We have included with this report a "Notice of Unsafe or Unhealthful Working Conditions" that contains **8 (eight) violation(s)** observed during this visit. Please post a copy of this Notice for your employees to view for a period of at least three (3) working days, or until all alleged violation(s) are corrected. We will need your reply as to the corrective action taken or planned by the abatement date indicated on the Notice.

Enclosed are copies of the Abatement Certification Form with instructions. This form should be used to report the action you take to correct the violation(s).

Your file cannot be closed until we have documentation of correction of each violation. Please respond promptly.

If we can assist you in any way, please let us know.

Sincerely,

A handwritten signature in cursive script that reads "Jim Flanagan". The signature is written in black ink and is positioned above the printed name and title.

Jim Flanagan, Acting Manager of Public Sector Operations
Division of Occupational Safety and Health

JF/st

Enc

State of Tennessee

Department of Labor and Workforce Development
Division of Occupational Safety and Health
220 French Landing Drive
Nashville, TN 37243-1002
Phone (615) 741-2793 Fax: (615) 741-3325



Notice of Unsafe or Unhealthful Working Conditions

To:
The Honorable Joann Graves
Mayor, City of Hendersonville
and its successors
132 West Main Street Room 102
Gallatin, TN 37066

Inspection Number: 1004966
Inspection Date (s): 10/24/2014
Issuance Date: 11/17/2014
Reporting ID: 0454732
CSHO ID: X7219
Optional Report #: 006-2015

Inspection Site:
Gallatin-City Hall
132 West Main Street Room 102
Gallatin, TN 37066

The violation(s) described in this Notification of Violation is (are) alleged to have occurred on or about the day(s) the inspection was made unless otherwise indicated within the description given below.

ATTN: JamiAnn Hannah, Risk Management Coordinator

On 10/24/2014, a monitoring visit of your establishment/workplace was conducted by Bridgett McBride of the Tennessee Occupational Safety and Health Administration (TOSHA), pursuant to Tennessee Code Annotated §§ 50-3-101 through 50-3-918. This Notice of alleged violations of standards and/or rules promulgated under the provisions of the Code. These alleged violations must be corrected on or before the date indicated with each violation description.

EMPLOYER RESPONSIBILITIES

POST THIS NOTICE OF VIOLATIONS

T.C.A. § 50-3-307(a)(4) and Department of Labor and Workforce Development Rules require this Violation (or a copy) to be immediately posted at or near the location where each alleged violation occurred, or if not practicable, in a prominent place visible to all employees. This Notice of Violation must remain posted until the alleged violations are corrected but for no less than three (3) working days. Equipment, referenced in this Notice of Violations, which is moved during the correction period, must have a copy of this Violation attached.

CORRECT THE VIOLATIONS

You must correct each violation by the date listed in this Notice of Violations unless you request an extension or file a notice of contest. (See "Formal Contest" below.)

EXTENSION OF CORRECTION DATES

- 1) You may request an extension of the correction date(s) set forth in this Notice of Violation(s) when you cannot correct the alleged violation(s) by the date listed because of circumstances beyond your control. The request must be in writing and filed with the TOSHA area office supervisor no later than the end of the business day on the day after the original abatement date. The request must include the following information:
 - a) Steps taken to-date to correct the cited conditions.
 - b) Additional time needed to achieve compliance.
 - c) The reasons additional time is necessary.
 - d) All interim steps being taken to safeguard employees against the cited hazard.
 - e) A dated certification that a copy of the request has been posted and, if appropriate, served on the authorized representative of affected employees.

The employer shall post a copy of the request in a conspicuous place for a period of twenty (20) calendar days. The area supervisor then has ten (10) days after the posting period to grant or deny the request and will inform the employer of such, in writing, by the end of the ten (10) day period.

To request an extension of correction date(s), contact Jim Flanagan, Acting Manager of Public Sector at telephone (615) 741-5421 or fax (615) 741-3325

NOTIFY TOSHA OF CORRECTIVE ACTION

You must notify Jim Flanagan, Acting Manager of Public Sector, telephone (615) 741-5421 or fax (615) 741-3325, when correction of each alleged violation has been completed. Enclosed is the Abatement Certification Form to be used to report corrective action taken for each violation. Instructions for completing this form are also enclosed.

You must also notify your employees and their representatives (if represented) of corrective action taken by posting the Abatement Certification Form, or by other effective means.

For items identified in this Notice of Violation(s) as “**Abatement/Correction Documentation Required**”, you must include additional documentation such as photographs, receipts, work orders, etc. to verify the corrective action taken.

EMPLOYER RIGHTS

INFORMAL CONFERENCE

You may request an informal conference to discuss the alleged violations. Informal conferences **must be held within twenty (20) days of the receipt of this Notification of Violation**. To schedule an informal conference, contact Jim Flanagan, Acting Manager of Public Sector by telephone (615) 741-5421 or fax (615) 741-3325. Twenty four (24) hours prior to the informal conference post the “Notice to Employees of Informal Conference” and bring a copy of the Notice to the informal conference. A copy of the Notice is enclosed.

FORMAL CONTEST

You have the right to contest any or all parts of this Notice of Violation before the Tennessee Occupational Safety and Health Review Commission. If you choose to contest, you must submit written notification to the Commissioner of Labor and Workforce Development stating what parts of this Notification of Violation(s) you are contesting. Notification **must be received within twenty (20) calendar days of receipt of this Notification of Violation**. If you do not contest within the twenty (20) calendar day period, this Notice of Violation(s) shall be deemed a final order and not subject to further review by any agency or court (T.C.A. §§ 50-3-307(b) and 50-3-407, and Tennessee Department of Labor and Workforce Development Rules Chapter 0800-01-04).

ADDITIONAL INFORMATION

For additional information, contact Jim Flanagan, Acting Manager of Public Sector, Department of Labor and Workforce Development, Division of Occupational Safety and Health, 220 French Landing Drive, Nashville, TN 37243-0655.

TOTAL VIOLATIONS

Serious	05
Non-Serious	00

State of Tennessee
Department of Labor and Workforce Development
Division of Occupational Safety and Health

Inspection Number: 1004966
CSHO ID: X7219
Optional Report #: 006-2015
Inspection Date(s): 10/24/2014
Issuance Date: 11/17/2014



Notice of Unsafe or Unhealthful Working Conditions

Company Name: Gallatin-City Hall
Inspection Site: 132 West Main Street Room 102, Gallatin, TN 37066

Violation 1 Item 1 Type of Violation: **SERIOUS**

29 CFR 1910.37(b)(2): Each exit must be clearly visible and marked by a sign reading "Exit".

On 10/24/14, the employer did not ensure that an "Exit" sign was posted above the door employees would use in the event of an emergency. The emergency exit door was located on first floor of the Gallatin-City Hall Building.

Date By Which Violation Must be Abated: **December 20, 2014**

Violation 1 Item 2 Type of Violation: **SERIOUS**

29 CFR 1910.37(b)(4): If the direction of travel to the exit or exit discharge is not immediately apparent, signs must be posted along the exit access indicating the direction of travel to the nearest exit and exit discharge. Additionally, the line-of-sight to an exit sign must clearly be visible at all times.

On 10/24/14, there was not a sign indicating the direction of travel to the nearest exit discharge from the bathroom area and banquet hall of the Gallatin-City Hall.

Date By Which Violation Must be Abated: **December 20, 2014**

State of Tennessee

Department of Labor and Workforce Development
Division of Occupational Safety and Health

Inspection Number: 1004966
CSHO ID: X7219
Optional Report #: 006-2015
Inspection Date(s): 10/24/2014
Issuance Date: 11/17/2014



Notice of Unsafe or Unhealthful Working Conditions

Company Name: Gallatin-City Hall
Inspection Site: 132 West Main Street Room 102, Gallatin, TN 37066

Violation 1 Item 3 Type of Violation: **SERIOUS**

29 CFR 1910.38(b): The emergency action plan required by 29 CFR 1910.157(a) or (b) when the employer has elected to partially or totally evacuate the workplace in the event of a fire emergency was not in writing.

On 10/24/14, there was not an emergency evacuation plan developed or implemented describing the procedures for how fire, tornado, or other emergencies would be handled.

Note: 29 CFR 1910.38(c)(1) through 29 CFR 1910.38(c)(6) describe the minimum requirements of an emergency action plan-

- (1) Procedures for reporting a fire or other emergency;
- (2) Procedures for emergency evacuation. Including type of evacuation and exit route assignments;
- (3) Procedures to be followed by employees who remain to operate critical operations before they evacuate;
- (4) Procedures to account for all employees after evacuation;
- (5) Procedures to be followed by employees performing rescue or medical duties; and
- (6) The name or job title of every employee who may be contacted by employees who need more information about the plan or an explanation of their duties under the plan.

Date By Which Violation Must be Abated: December 20, 2014

Violation 1 Item 4 Type of Violation: **SERIOUS**

29 CFR 1910.38(d): The employer shall have and maintain an employee emergency alarm system. The employee emergency alarm system must use a distinctive signal for each purpose and comply with the requirements in 1910.165.

On 10/24/14, there was not an emergency alarm system installed at the Gallatin-City Hall building to alert employees in the event of a fire.

Date By Which Violation Must be Abated: December 20, 2014

State of Tennessee
Department of Labor and Workforce Development
Division of Occupational Safety and Health

Inspection Number: 1004966
CSHO ID: X7219
Optional Report #: 006-2015
Inspection Date(s): 10/24/2014
Issuance Date: 11/17/2014



Notice of Unsafe or Unhealthful Working Conditions

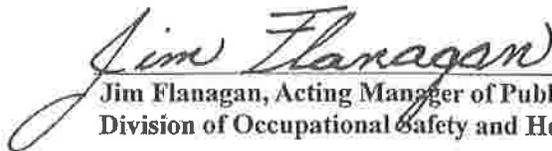
Company Name: Gallatin-City Hall
Inspection Site: 132 West Main Street, Room 102, Gallatin, TN 37066

Violation 1 Item 5 Type of Violation: **SERIOUS**

29 CFR 1910.1200(f)(6)(ii): Except as provided in 29 CFR 1910.1200(f)(7) and 29 CFR 1910.1200(f)(8), the employer did not ensure that each container of hazardous chemicals in the workplace was labeled, tagged or marked with the product identifier and words, pictures, symbols, or combination thereof, which provide at least general information immediately available to employees under the hazard communication program, would provide employees with the specific information regarding the physical and health hazards of the hazardous chemical.

On 10/24/14, the employer did not ensure that all containers of hazardous chemicals and cleaners were labeled. The unlabeled bottle was located in the Housekeeping Storage Room of the Gallatin-City Hall.

Date By Which Violation Must be Abated: **December 20, 2014**


Jim Flanagan, Acting Manager of Public Sector Program
Division of Occupational Safety and Health

See pages 1 through 4 of this Notice of Unsafe or Unhealthful Working Conditions for information on employer and employee rights and responsibilities.

FILE COPY



SUSAN HIGH-MCAULEY
CITY ATTORNEY

132 WEST MAIN STREET, ROOM 212
GALLATIN, TN 37066
TELEPHONE: (615) 230-0681
FACSIMILE: (615) 230-0657

December 8, 2014

Mr. Jim Flanagan
Acting Manager of Public Sector Operations
Division of Occupational Safety and Health
Tennessee Department of Labor and Workforce Development
220 French Landing Drive
Nashville, TN 37243-1002

Re: Request for extension for inspection numbers: 1004966 & 1004206 – relative to Violation 1, Item 3&4 at Gallatin City Hall and Violation 1, Item 1 at Gallatin Police Department

Dear Mr. Flanagan,

In response to your letter dated November 17, 2014 regarding the above referenced inspections of Gallatin City Hall and Gallatin Police Department, I am formally requesting an extension to correct Violation 1, Item 3&4 at Gallatin City Hall and Violation 1, Item 1 at Gallatin Police Department.

There has been a formal meeting between the Fire Department, Codes Department, Risk Management, Facilities Maintenance and Purchasing to discuss a plan to install an emergency/fire alarm system for City Hall and also the Police Department. We also discussed a plan in developing evacuation plans for both buildings.

Our purchasing agent will send out a Request for Proposals (RFP) for the fire alarm system for both City Hall and the Police Department. Once the proposals are returned to us, we will decide on which vendor to utilize in order to install the systems. We will then present an Ordinance to our City Council to appropriate the money and begin the installation process immediately. The Ordinance will take approximately four weeks to pass at City Council. We are currently working towards developing an evacuation plan for both buildings and the plan will become effective immediately.

I am requesting an extension of sixty (60) days in order to correct the violations. The additional time is essential and will give the City sufficient time to send out the RFP, appropriate the money by an Ordinance and install the fire alarm systems.

If you have any questions, please do not hesitate to contact me.

Sincerely,

JamiAnn Hannah
City of Gallatin, Risk Management Coordinator

CC: Lyndon Satterfield, Facilities Maintenance Supervisor
Billy Vahldiek, Lieutenant Gallatin Police Department
Mayor Jo Ann Graves

The City of Gallatin is accepting bids for Installation of Fire Alarm Systems. Bid packets may be obtained from the Gallatin City Hall, 132 West Main Street, Room 204, Gallatin, TN, 37066 or from our website @ www.gallatinonthermove.com. Bids are to be submitted no later than December 30, 2014 @ 11:00 a.m. in a sealed envelope clearly identified "Installation of Fire Alarm Systems" with the bid due date and time marked on outside of envelope. Mail or hand deliver bids to Gallatin City Hall, Purchasing Department, 132 West Main Street, Room 106, Gallatin, TN, 37066. Any questions please contact J.R. Smith @ 615-451-5899

FILE COPY



SUSAN HIGH-MCAULEY
CITY ATTORNEY

132 WEST MAIN STREET, ROOM 212
GALLATIN, TN 37066
TELEPHONE: (615) 230-0681
FACSIMILE: (615) 230-0657

December 8, 2014

Mr. Jim Flanagan
Acting Manager of Public Sector Operations
Division of Occupational Safety and Health
Tennessee Department of Labor and Workforce Development
220 French Landing Drive
Nashville, TN 37243-1002

Re: Inspection Numbers: 1004966 & 1004206

Dear Mr. Flanagan,

In response to your letter dated November 17, 2014 regarding the above referenced inspections of Gallatin City Hall and Gallatin Police Department, the following actions have been taken to correct the concerns raised during the inspection:

1. An Exit sign has been installed above the door on the first floor of Gallatin City Hall that employees and citizens would use in the event of an emergency.
2. In addition, another Exit sign has been installed at the stairwell of the bathroom and banquet hall of Gallatin City Hall to indicate where to go for an emergency.
3. Our Facilities Maintenance Supervisor has confirmed that all containers of hazardous chemicals and cleaners were labeled. There is a Hazardous Waste Standard Pictogram that has been posted at the housekeeping storage room of Gallatin City Hall to ensure the employees utilize labels for all containers with chemicals.
4. Any and all extension cords have been removed in the Armory Room of the Gallatin Police Department.
5. The fire extinguishers have been inspected and a monthly inspection is occurring from this point forward, indicating the date of inspection on the tag of the fire extinguishers.

A copy of the completed Abatement Certification Form and supporting documentation is also attached. If you have any questions, please do not hesitate to contact me.

Sincerely,

Handwritten signature of Jami Ann Hannah in cursive script.
Jami Ann Hannah
City of Gallatin, Risk Management Coordinator

CC: Lyndon Satterfield, Facilities Maintenance Supervisor
Billy Vahldiek, Lieutenant Gallatin Police Department
Mayor Jo Ann Graves

ABATEMENT CERTIFICATION FORM

Y900 3117
FILE

MANAGER OF PUBLIC SECTOR
 Tennessee Department of Labor and Workforce Development
 Division of Occupational Safety and Health
 220 French Landing Drive
 Nashville, TN 37243-1002

Date: December 5, 2014

SUBMITTED BELOW IS THE ACTION(S) TAKEN TO CORRECT THE ALLEGED VIOLATION(S) LISTED ON THE "Notice of Unsafe or Unhealthful Working Conditions"

Inspection #1004966 - Gallatin City Hall

Violation & Item #	Date Corrected	How Corrected
Violation #1, Item 1	12-4-14	Our Facilities Maintenance employee purchased and installed an Exit Sign above the door on the first floor of City Hall.
Violation #2, Item 2	12-4-14	Our Facilities Maintenance employee purchased and installed an Exit Sign above in the stairwell of the bathroom and banquet hall of City Hall.
Violation #1, Item 5	10-30-14	Our Facilities cleaning employees have confirmed that all containers of chemicals have labels and the Hazard Communication Standard Pictogram has been clearly posted to ensure the employees utilize correct labels.

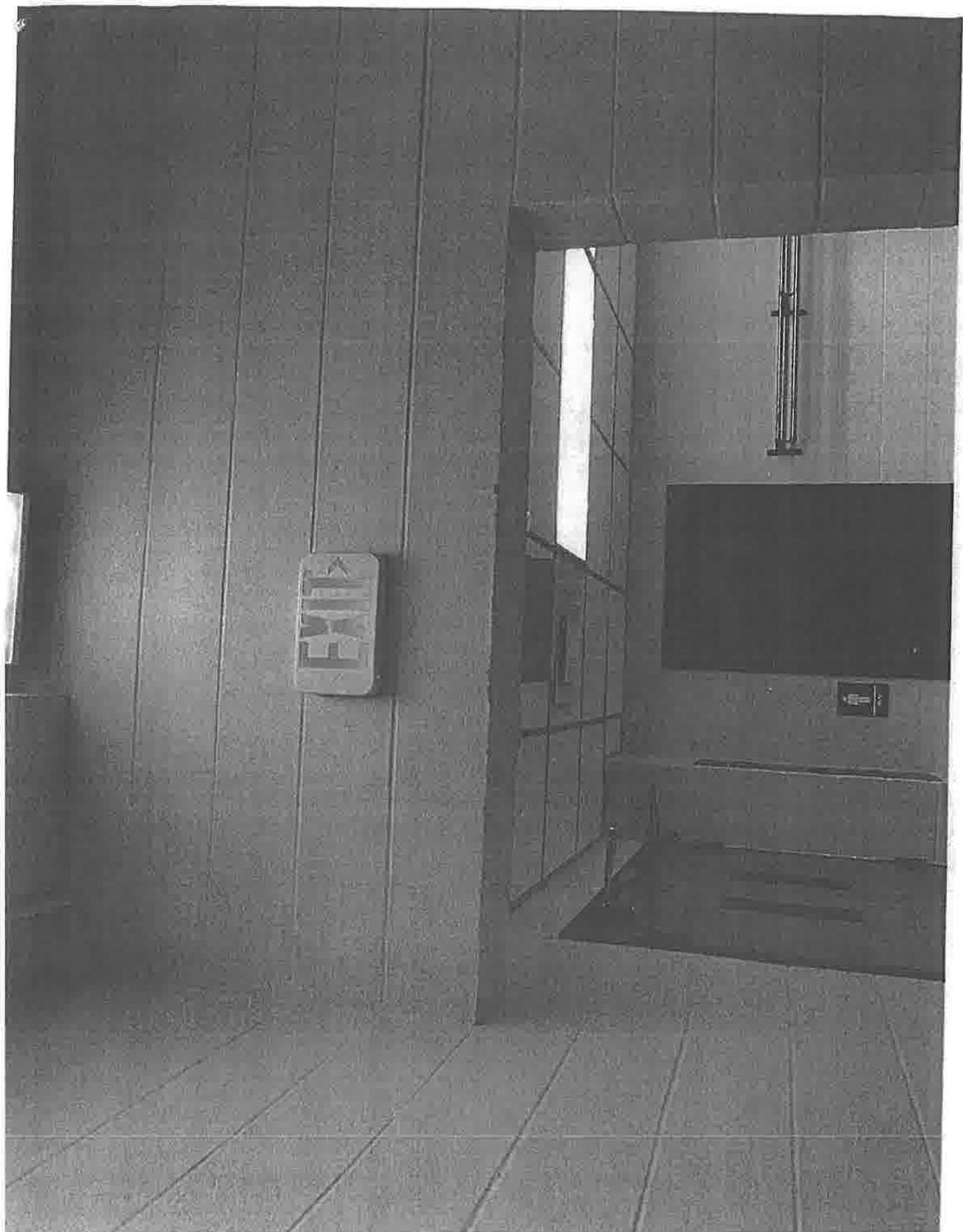
A COPY OF THE VIOLATION(S) WAS (WERE) POSTED AS REQUIRED BY TENNESSEE CODE ANNOTATED §50-3-307(a)(4).

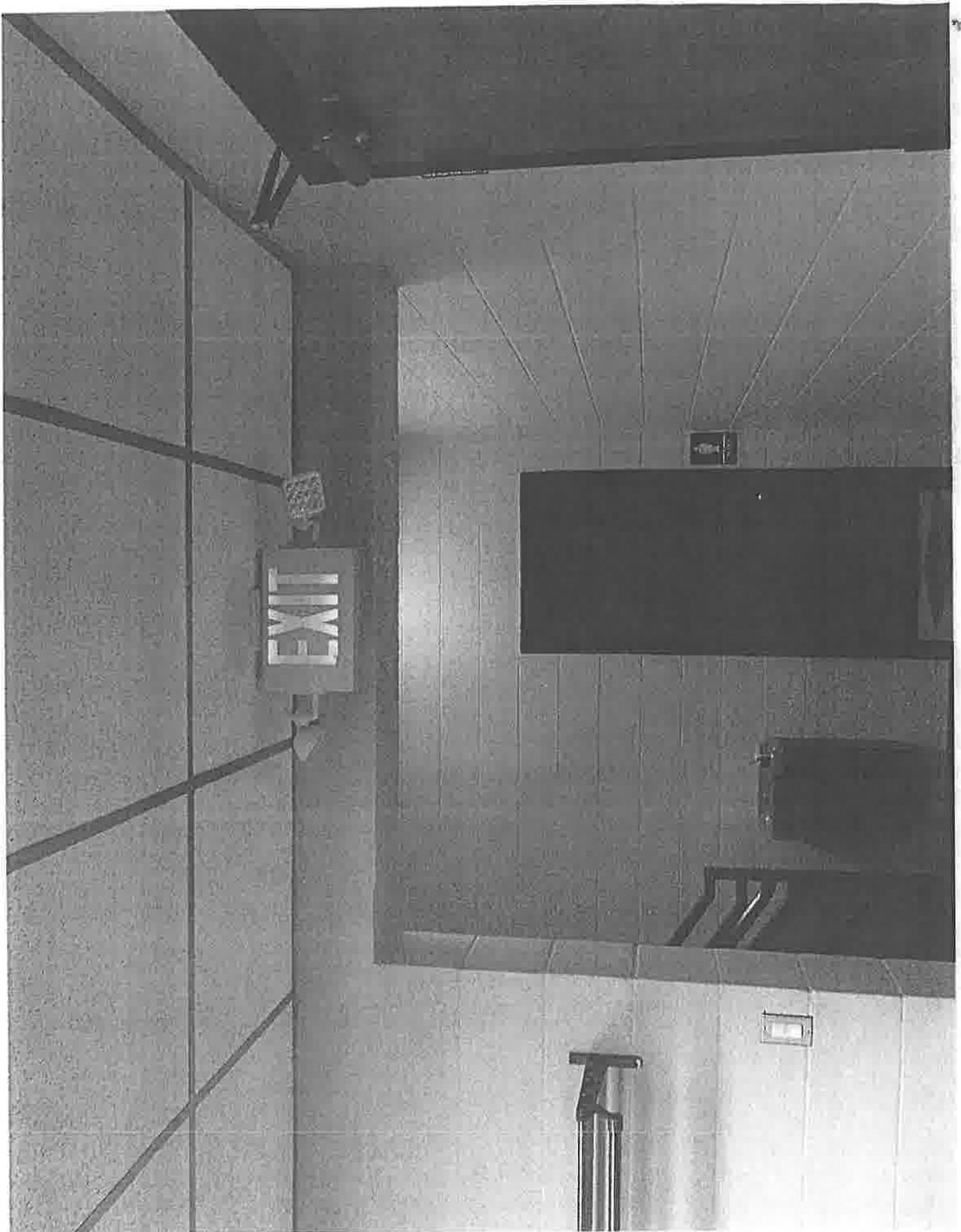


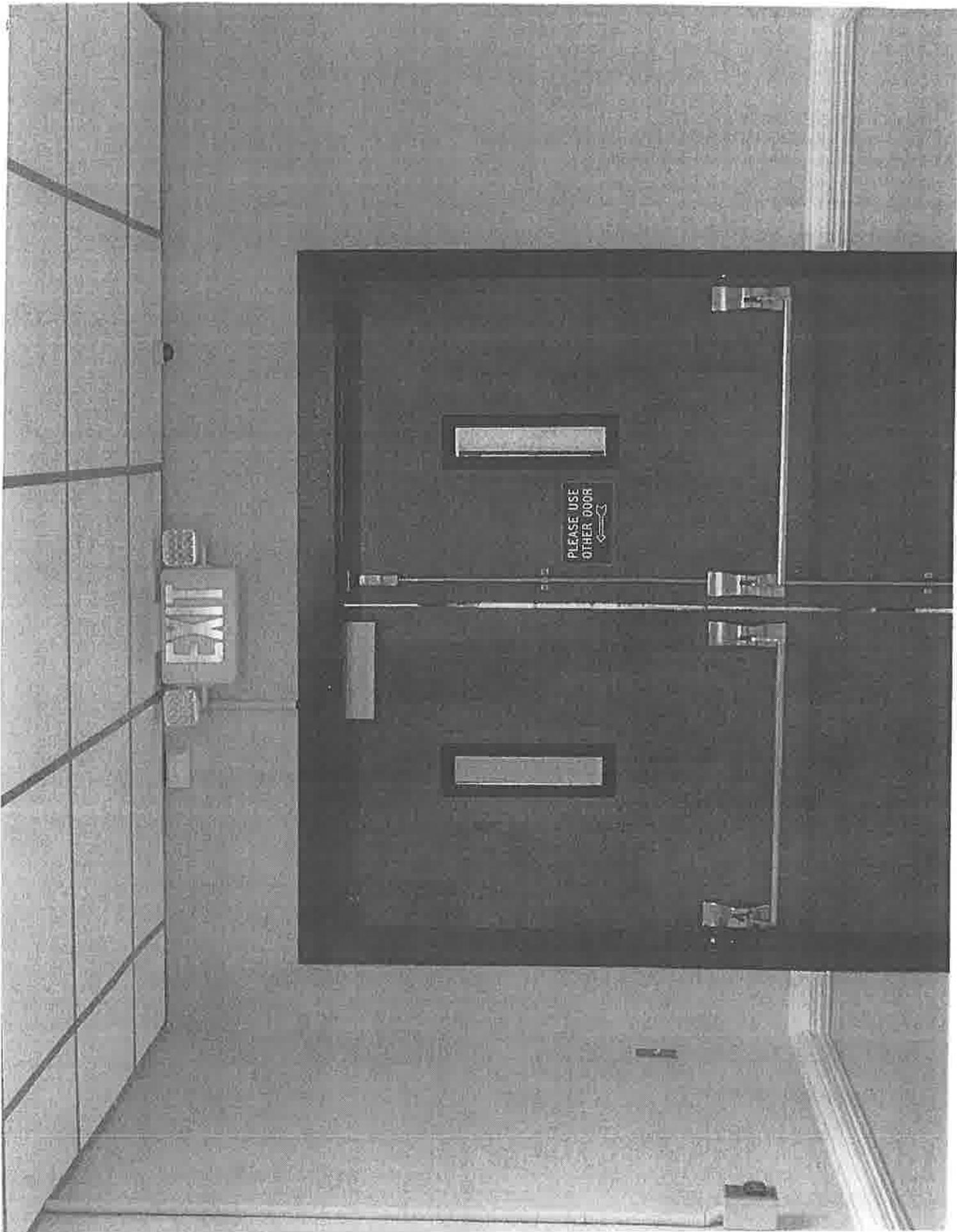
 Employer Official's Signature

Risk Management Coordinator

 Job Title







ABATEMENT CERTIFICATION FORM

MANAGER OF PUBLIC SECTOR

Tennessee Department of Labor and Workforce Development
Division of Occupational Safety and Health
220 French Landing Drive
Nashville, TN 37243-1002

Date: December 5, 2014

SUBMITTED BELOW IS THE ACTION(S) TAKEN TO CORRECT THE ALLEGED VIOLATION(S) LISTED ON THE "Notice of Unsafe or Unhealthful Working Conditions"

Inspection #1004206 - Gallatin Police Department

Violation & Item #	Date Corrected	How Corrected
Violation #1, Item 2	11-17-14	The extension cord has been removed from the Armory Room. Employees understand and have been verbally warned not to use an extension cord.
Violation #2, Item 1	12-3-14	The fire extinguishers have been inspected and a monthly inspection is occurring from this point forward. We have requested our local fire department to perform monthly inspections and indicate the date of inspection on the tag of the fire extinguishers.

A COPY OF THE VIOLATION(S) WAS (WERE) POSTED AS REQUIRED BY TENNESSEE CODE ANNOTATED §50-3-307(a)(4).



Employer Official's Signature

Risk Management Coordinator

Job Title

W. J. ...
Billings

BE SURE TO SUBMIT
OUT ANY AMMO
YOU TAKE
THANK YOU



The City of Gallatin, TN
 Gallatin Engineering Bid Opening
 Fire Alarm Systems
 30-Dec-14

Company Name	Total Price
HSS Inc., 228 W. Main St. Ste. D, Lebanon, TN 37087	Total: \$45,428.40
Gallatin City Hall	\$15,940.90
Fire Hall #1	\$8,652.10
Fire Hall #2	\$4,024.10
Police HQ	\$9,167.20
Police Annex	\$7,644.10
Building Systems Technologies, Inc., 1310 Centerpoint Blvd. Knoxville, TN 37932	Total: \$ 76,250.00
Gallatin City Hall	\$29,500.00
Fire Hall #1	\$11,900.00
Fire Hall #2	\$7,650.00
Police HQ	\$15,900.00
Police Annex	\$11,300.00

EXPLANATION: Fire Alarm Systems

BID AWARDED TO FOLLOWING VENDOR:

ACCOUNT NUMBER:

FUNDS AVAILABLE:

DEPARTMENT HEAD SIGNATURE: _____ DATE: _____

PRICE SHEET

City Hall: \$ 15940.90

Fire Hall #1:\$ 8652.10

Fire Hall #2:\$ 4024.10

Police Station: \$ 9167.20

Police Annex\$ 7644.10

Name of Company: HSS INC TN License CO595

Address: 228 West Main St Suite D

Telephone: 615-444-1400

Signature: 

Print Name: Cecil Hussey

Title: President

Date: 11/24/2014

PRICE SHEET
29,500.00 min code requirements.

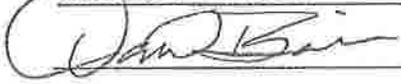
City Hall: \$+6,500 add early warning smoke detection

Fire Hall #1:\$ 11,900.00

Fire Hall #2:\$ 7,650.00
15,900.00 min code requirements.

Police Station: \$ +2,800 add early warning smoke detection
11,300.00 min code requirements.

Police Annex\$ +600 add early warning smoke detection

Name of Company: Building Systems Technologies, Inc
Address: 1310 Centerpoint Blvd, Knoxville, TN 37932
Telephone: 865-531-1994
Signature: 
Print Name: David Baker
Title: Technical Sales Rep
Date: 12/30/2014

Please see attachments for company information, references, and product documentation/system pricing.

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

January 13, 2015

DEPARTMENT: CITY ATTORNEY

AGENDA #

SUBJECT:

Ordinance Appropriating \$45,428.40 for a Fire Alarm System for City Hall, Fire Hall #1, Fire Hall #2, Police Headquarters and Police Annex on South Water.

SUMMARY:

In November 2014, the City of Gallatin received a letter containing violations from the Department of Labor and Workforce Development Occupational Safety and Health. The most serious violation that we recieved was the lack of a Fire Alarm System in City Hall and also the Police Department. We have bid out the systems for the 5 locations listed above.

RECOMMENDATION:

Appropriate money for a Fire Alarm System for all locations and allow the Mayor to sign any and all documents pertaining to the engagement of a company and installation of the system.

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE TRANSFERRING BALANCE OF RECORDS PRESERVATION FUNDS
FROM CITY ATTORNEY'S OFFICE ACCOUNT NO. 110-41620-329 TO CITY
RECORDER'S OFFICE ACCOUNT NO. 110-41510-329

WHEREAS, The Mayor and City Council of Gallatin, Tennessee believe it is in the best interests of the City Recorder's office, the City Attorney's office and the City as a whole to transfer funds for records preservation from the City Attorney's budget to the City Recorder's budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the balance of the records preservation funds in the amount of \$14,849.75 is hereby transferred from the City Attorney's Office account 110-41620-329 to the City Recorder's Office account 110-41510-329;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: January 20, 2015.

PASSED SECOND READING:

MAYOR PAIGE BROWN

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

January 13, 2015

DEPARTMENT: Councilman Overton

AGENDA #

SUBJECT:
City Recorder's Office

SUMMARY:
Councilman Overton asked that this item be placed on the agenda. It was deferred from the November 11, 2014 and the December 9, 2014 Council Committee Meetings.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE AMENDING CHAPTER 13, SECTION 13-102 "COVERAGE" OF THE
GALLATIN MUNICIPAL CODE

WHEREAS, The City Recorder is elected by the qualified voters of the City Gallatin, Tennessee in the same mode and manner as the Mayor and Aldermen pursuant to Article VII, Section 1 of the Charter of the City of Gallatin.

WHEREAS, all offices and positions of the City of Gallatin are divided into the classified service and exempt service. Chapter 13, Section 13-102 defines the positions within the City of Gallatin which are specifically exempted from the classified service.

WHEREAS, Chapter 13, Section 13-102 specifically exempts the employees of the Mayor's Office from the classified service. However, Chapter 13, Section 13-102 does not exempt the employees of the City Recorder's Office.

WHEREAS, the City Council has determined that because the City Recorder is an elected official, the employees in that office should be exempted from the classified service, just as the employees in the Office of the Mayor, the only other elected official in the City of Gallatin who currently has employees who serve in her office.

WHEREAS, Chapter 13, Section 13-102 must be amended to reflect that all employees of an elected official of the City of Gallatin are exempted from the classified service.

WHEREAS, the employees currently employed in the Office of the City Recorder must be declassified and placed in the exempt service.

WHEREAS, the Mayor and City Council of Gallatin, Tennessee believe it is in the best interests of the City of Gallatin that all employees of elected officials be in the same service designation, the exempted service, and that Chapter 13, Section 13-102 be amended to reflect the same.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that Chapter 13, Section 13-102 of the Gallatin Municipal Code be amended as follows:

Section 13-102. Coverage

- **Section 13-102(a)(2) shall be amended by deleting the words "and direct assistants thereto" following "The mayor;"**
- **Section 13-102(a)(19) shall be added as follows: "All employees working in the office of an official elected by popular vote by the voters of Gallatin, Tennessee"**

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: January 20, 2015.

PASSED SECOND READING:

MAYOR PAIGE BROWN

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

January 13, 2015

DEPARTMENT: Councilman Overton

AGENDA #

SUBJECT:
City Recorder's Office

SUMMARY:
Councilman Overton asked that this item be placed on the agenda. It was deferred from the November 11, 2014 and the December 9, 2014 Council Committee Meetings.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE APPROPRIATING FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE EQUITABLE SHARING FUNDS – ASSET FORFEITURE PROGRAM IN THE AMOUNT OF \$37,323.47

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$37,323.47 is hereby appropriated from account 127-33210, Federal Department of Justice Equitable Share, to account 12742129-941, Transportation Equipment, for the purchase of police vehicles;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING:

PASSED SECOND READING:

MAYOR PAIGE BROWN

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

January 27, 2015

DEPARTMENT: POLICE

AGENDA # 8

SUBJECT:

Ordinance appropriating Funds from the USDOJ Equitable Sharing Funds in the amount of \$37,323.47.

SUMMARY:

Federal Equitable Sharing Funds are a portion of the result of seizures from DEA and FBI/CTF. They are obligated into a specific fund for a specific purpose and must be accounted for.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE APPROPRIATING \$64,000.00 TO 110-44450-321
TO SPRIG FAIRWAYS AT LONG HOLLOW GOLF COURSE

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the sum of \$64,000.00 is hereby appropriated to account #110-44450-321, Agriculture and Horticulture Supplies, for the purpose of sprigging the fairways at the Long Hollow Golf Course;

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the Mayor is hereby authorized to sign any and all contracts and documents related to the sprigging of the fairways; and

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that this Ordinance shall take effect from and after its final passage, the public welfare requiring such.

PASSED FIRST READING: _____, 2015.

PASSED SECOND READING: _____, 2015.

MAYOR PAIGE BROWN

ATTEST:

APPROVED AS TO FORM:

CONNIE KITTRELL
CITY RECORDER

SUSAN HIGH-MCAULEY
CITY ATTORNEY

RESOLUTION APPOINTING ED MAYBERRY AND RACHEL NICHOLS TO GALLATIN PENSION COMMITTEE

WHEREAS, Section 13-62 of the Gallatin Municipal Code provides for the appointment of two members of the council and one employee, all of whom shall be appointed by the Mayor, to administer the trust agreement adopted under the terms of the Employees Pension Trust Plan; and

WHEREAS, Council Member Anne Kemp is currently serving her term of office, which shall expire December 31, 2016; and

WHEREAS, Council Member Ed Mayberry and Employee Rachel Nichols completed their current terms of office on December 31, 2014; and

WHEREAS, the names of Ed Mayberry for the Council Representative and Rachel Nichols, for the Employee Representative, being eligible to succeed themselves, are being forwarded by the Mayor for terms expiring December 31, 2018, and December 31, 2016, respectively; and

WHEREAS, Section 13-62 of the Gallatin Municipal Code requires that the governing body approve said appointments.

NOW, THEREFORE BE IT RESOLVED by the City of Gallatin, Tennessee, that Council Member Ed Mayberry and Employee Rachel Nichols are hereby appointed to the Gallatin Pension Committee to the above stated terms.

This Resolution shall take effect the date of passage, the public welfare requiring such.

IT IS SO ORDERED.

PRESENT AND VOTING

AYE: _____

NAY: _____

DATED: _____

MAYOR PAIGE BROWN

ATTEST:

CONNIE KITTRELL, CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY, CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

January 27, 2015

DEPARTMENT: Mayor's Office

AGENDA # 7

SUBJECT:

Reappointment of Ed Mayberry and Rachel Nichols to the Pension Committee

SUMMARY:

Both Councilman Mayberry and Ms. Nichols' terms expired December 31, 2014.

RECOMMENDATION:

Approve

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

A RESOLUTION PROVIDING FOR THE TRANSFER OF USED OR SURPLUS PERSONAL
PROPERTY BETWEEN THE CITY OF GALLATIN AND OTHER
GOVERNMENTAL ENTITIES

WHEREAS, THE CITY OF GALLATIN, TENNESSEE, currently has an established procedure for the transfer of used or surplus personal property between the City of Gallatin and other Tennessee local governmental entities as set forth in Resolution No. R0710-52;

WHEREAS, the Tennessee statutes regarding the transfer of surplus property among governmental entities have changed following the adoption of Resolution No. R0710-52;

WHEREAS, the City of Gallatin desires to update is current procedure by which it may purchase, trade or receive as a gift any used or surplus personal property from other governmental entities to bring it in compliance with current law; and

WHEREAS, Tenn. Code Ann. § 12-2-420 authorizes Tennessee municipalities to establish by resolution a procedure for the disposition and receipt of surplus property to and from all other United States governmental entities;

NOW THEREFORE BE IT RESOLVED BY THE CITY OF GALLATIN,

TENNESSEE that:

1. Pursuant to Tenn. Code Ann. § 12-2-420, the Mayor is authorized, in his/her discretion, to approve the sale, gift, trade or barter of any surplus personal property having a value of \$5,000 or less by the City of Gallatin to other Tennessee governmental entities. The Mayor shall notify the City Council in writing within five (5) business days that surplus personal property has been transferred pursuant to this subsection.
2. The sale, gift, trade or barter of personal property greater than \$5,000 in value shall be approved by resolution of the Gallatin City Council.
3. The Mayor is authorized, in his/her discretion, to receive as a gift any personal property gifted to the City of Gallatin by another governmental entity pursuant to Tenn. Code Ann. § 12-2-420.

BE IT FURTHER RESOLVED that this Resolution shall take effect from and after the date of final passage, the public welfare requiring such.

IT IS SO ORDERED.

PRESENT AND VOTING

AYE:

NAY:

DATED:

MAYOR PAIGE BROWN

ATTEST:

CONNIE KITTRELL, CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY, CITY ATTORNEY

RESOLUTION AMENDING GALLATIN PERSONNEL RULES AND REGULATIONS RELATING TO TEMPORARY EMPLOYEES

WHEREAS, Section 13-104 of the Gallatin Municipal Code provides for amendment of the Personnel Rules;

NOW THEREFORE BE IT RESOLVED BY THE CITY OF GALLATIN, TENNESSEE, that the Gallatin Personnel Rules and Regulations, **Rule 9, Section 9-7 Temporary Employees** is hereby amended with the following addition:

- (f) For those exceptions to employees who worked over 999 hours, an employee's total hours worked as a temporary/seasonal worker will be capped at 1508 hours per year. If an employee works in more than one department, then combined hours must not exceed 1508 per year. It will be up to Department Heads to monitor temporary hourly employees to keep below the yearly 1508 hours worked limit.

BE IT FURTHER RESOLVED that this Resolution shall take effect from and after the date of final passage, the public welfare requiring such.

IT IS SO ORDERED.

PRESENT AND VOTING

AYE:

NAY:

DATED:

MAYOR PAIGE BROWN

ATTEST:

CONNIE KITTRELL, CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY, CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

January 27, 2015

DEPARTMENT: Human Resources

AGENDA #4

SUBJECT:

Affordable Health Care Act

SUMMARY:

Debbie Johnson will present a review of the Affordable Health Care Act and its impact.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes: