
**CITY OF GALLATIN
COUNCIL COMMITTEE MEETING**

July 26, 2016

6:00 pm

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

- Call to Order – Councilman Mayberry
- Roll Call: Alexander – Brackenbury – Camp – Vice Mayor Hayes – Kemp – Mayberry – Overton – Mayor Brown
- Approval of Minutes: June 28, 2016 Council Committee Meeting; July 12, 2016 Council Committee Meeting
- Public Recognition
- Mayor’s Comments

AGENDA

1. Environmental Services Annual Report **(Zach Wilkinson, Public Works Superintendent)**
2. Drainage Complaints **(Nick Tuttle, City Engineer)**
3. Health, Vision, and Dental Insurance **(Debbie Johnson, Human Resources Director)**
4. Automated Meter Reading **(David Gregory, Public Utilities Superintendent)**
5. Ordinance Waiving Tap Fees for Habitat for Humanity of Sumner County **(David Gregory, Public Utilities Superintendent)**
6. Amend Ordinance Waiving Building Permit Fees for Habitat for Humanity **(Chuck Stuart, Building Official)**
7. Ordinance Amending GMC Chapter 5 Building, Plumbing and Mechanical Permit Fees **(Chuck Stuart, Building Official)**
8. Restructure of the Gallatin Fire Department **(Victor Williams, Fire Chief)**
9. Ordinance Amending GMC Chapter 9 Fire Protection and Prevention by Adding a Schedule of Fire Inspection Fees **(Ben Harris, Senior Fire Inspector)**

10. Emergency Process for Sewer Issues/Claims (**Susan High-McAuley, City Attorney & Jamiann Hannah, Risk Manager**)
11. Resolution Authorizing City to Participate in TML Risk Management Pool "Safety Partners" Loss Control Matching Grant Program (**Jamiann Hannah, Risk Manager**)

- Other Business
- Department Head Reports
- Adjourn

**City of Gallatin
Council Committee Meeting**

Tuesday, June 28, 2016
Dr. J. Deotha Malone Council Chambers

PRESENT:

Mayor Paige Brown
Councilman John D. Alexander
Councilwoman Julie Brackenbury
Councilman Steve Camp
Vice Mayor Craig Hayes
Councilwoman Anne Kemp
Councilman Jimmy Overton

ABSENT:

Councilman Ed Mayberry

OTHERS PRESENT:

Rachel Nichols, Finance Director
Don Bandy, Police Chief
Zach Wilkinson, Public Works Dir.
David Gregory, Public Utilities Dir.
David Brown, Leisure Services Dir.
News Examiner Reporter
Victor Williams, Fire Chief
James Fenton, EDA Director

Chuck Stuart, Building Official
Nick Tuttle, City Engineering
Rob Kalisz, Asst. City Planner
Connie Kittrell, City Recorder
Gallatin News Reporter
Lori Smiley, IT Director
Debbie Johnson, Human Resource Dir.

Vice Mayor Craig Hayes called the meeting to order at 6:00 P.M.

Approval of Minutes

There were no minutes presented for approval.

Public Recognition

Vice Mayor Hayes opened public recognition and with no one wishing to speak public recognition was closed.

Mayor's Comments

- "More Than Rivals" book signing is tonight at the Palace Theatre
- Sumner County Fair is June 27th - July 2nd
- The Peach Truck will be at Tennessee Ace Hardware this Friday, July 1st
- The Children's Summer Movie Series continues at the Palace Theatre
- Movies Under the Stars
- Yoga In The Park
- July 4th Celebration at Triple Creek Park
- Blood Drive at the Civic Center on July 7th
- Bold Enough Rodeo Challenge is July 8th and 9th
- Farmers Market continues to be open on Wednesday and Saturday

Agenda

1. Paving Program

City Engineer Nick Tuttle provided a preliminary draft of the 2016-2017 pavement rehabilitation program to Council. Mr. Tuttle said he would provide the 2015-2016 summary listing in two weeks. He said that the summary listing will show some roads that not finished due to construction and other issues.

Mr. Tuttle explained the handout on the 2016-2017 listing required a rating of 72 and lower and includes cost estimates. He asked for feedback from Council on this listing.

Mr. Tuttle stated that he had also shared this list with Public Works Director Zach Wilkinson and Public Utilities Director David Gregory for their input on projects or issues with any pending paving and coordinate with their departments.

Council discussed the list, pending streets and striping.

2. Approved Request for CMAQ (Congestion Mitigation & Air Quality Program) Grant for Two Bike/Ped Projects

City Engineer Nick Tuttle explained that City Planner Bill McCord is absent and he will present this request.

Mr. Tuttle stated that Mr. McCord has completed the applications and is recommending a sidewalk project that runs along Nashville Pike from Greenwave Drive to Lock 4 Road and a multi-use path from Volunteer State through the Greensboro development, Kennesaw Farms development and to the lake.

Mr. Tuttle said the cost estimate for the Nashville Pike project is \$1 million for which the city would be responsible for \$200,000 and the multi-use path cost estimate is \$2,950,000 for which the city would be responsible for \$600,000.

Mr. Tuttle asked Council if they wanted to move forward with these two projects.

There was much discussion.

Mr. Tuttle stated the Greenway Project maybe ambitious at this time. He said the applications are separate for each project.

Council continued to discuss.

Vice Mayor Hayes made motion to approve applying for the Nashville Pike sidewalk project; Councilwoman Brackenbury seconded.

Councilman Overton requested Lock 4 Road be put back on the list

Mr. Tuttle said Councilman Mayberry has also requested sidewalks along South Westland Street.

Discussion continued.

Vice Mayor Hayes called for the vote. Motion carried with 6 ayes and 0 nays.

3. CMAQ Vehicle Replacement Grant Match Amount

Public Works Director Zach Wilkinson provided a listing to Council of all the vehicles that have a chance of being funded by the CMAQ Vehicle Replacement Grant. Mr. Wilkinson explained the categories of the vehicle list.

Mr. Wilkinson said the application is due Friday and he needs to know how much the city will match.

Discussion continued.

Councilwoman Brackenbury made motion to approve; Councilman Overton seconded. Motion carried with 6 ayes and 0 nays.

4. Update on Pool Expansion

Leisure Services Director David Brown stated everything is running behind but he's hopeful to dig dirt this week. Mr. Brown said the pool will not be open until next year and should be under budget.

Other Business

Vice Mayor Hayes called for other business.

- Councilman Camp requested the city furnish trash cans for the Sumner County Fair this week.

Councilman Overton made motion to approve; Councilwoman Brackenbury seconded. Motion carried with 6 ayes and 0 nays.

- Councilwoman Brackenbury provided an article from the Sunday Newspaper on East Nashville's Shelby Golf Course.

Department Head Reports

Vice Mayor Hayes called for department head reports.

- Finance Director Rachel Nichols provided the April and May monthly financial reports to Council.
- Public Works Director Zach Wilkinson gave an update on the following:
 - Railroad crossing at West Eastland is currently under repair and closed
 - TDOT will pave the railroad crossings next week at the Amerigas/Hartsville Pike location and the Red River location

Adjourn

Councilwoman Kemp made motion to adjourn; Councilwoman Brackenbury seconded.
Motion carried with 6 ayes and 0 nays.

Vice Mayor Hayes adjourned the meeting.

Mayor Paige Brown

Connie Kittrell, City Recorder

City of Gallatin Council Committee Meeting

Tuesday, July 12, 2016
Dr. J. Deotha Malone Council Chambers

PRESENT:

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

ABSENT:

OTHERS PRESENT:

Rachel Nichols, Finance Director
Susan High-McAuley, City Attorney
Zach Wilkinson, Public Works Dir.
David Gregory, Public Utilities Dir.
David Brown, Leisure Services Dir.
News Examiner Reporter
James Fenton, EDA Director

Chuck Stuart, Building Official
Brad Simpson, City Engineering Dept.
Bill McCord, City Planner
Connie Kittrell, City Recorder
Gallatin News Reporter
Debbie Johnson, Human Resource Dir.
Cameron Calvert, IT Dept.

Councilman Ed Mayberry called the meeting to order at 6:00 P.M.

Approval of Minutes

Councilman Mayberry presented the June 14, 2016 Council Committee Meeting minutes for approval. Councilman Overton made motion to approve; Councilwoman Brackenbury seconded. Motion carried with 7 ayes and 0 nays.

Public Recognition

Councilman Mayberry opened public recognition.

Gayla Hendrix of 538 Riley Avenue, Smithville, TN introduced herself and stated she was a candidate for State Representative for District 40. Ms. Hendrix gave a short background history, goals and asked for any suggestions or concerns.

With no one else wishing to speak Councilman Mayberry closed public recognition.

Mayor's Comments

- Mayor Brown stated the situation at Wal-Mart/Chick-Fil-et has been resolved. Mayor thanked all agencies that responded today.
- Mayor thanked everyone that helped with the flooding issues.
- The Prayer Meeting last night here at City Hall Parking Lot was a very good meeting and Mayor commended the Police Department for their support and efforts.
- Children's Summer Movie Series continues at the Palace Theater.
- Wynewood this Sunday "If Walls Could Talk" beginning at 2:00 P.M.
- Next Thursday is Third Thursday on the Square with Gary Morris as the special guest.
- Tonight and July 19th are Family Nights at the Sumner County Museum at a reduced price.
- Ribbon Cutting for Worthington Galleries Art Collection on Thursday at 4:00 P.M.

Back to Public Recognition

- Teresa Michelle Stevens of 236 Joslin Avenue stated she lives on the corner of Joslin/Spencer and recently had a flooding issue. Ms. Stevens gave a history of past flooding issues and explained that the city worked on the ditch earlier this year. Ms. Stevens requested the city work be on the ditches.

Council discussed.

Agenda

1. Local Government Corporation End User License Agreement

City Recorder Connie Kittrell explained the contract with Local Government Corporation, her software vendor for city business license and the change of venue issue.

City Attorney Susan High-McAuley explained she reviewed the contract and approved all terms except the change of venue to Sumner County. Ms. High-McAuley added that due to standard policy she is requesting council approval on changing the venue.

Councilman Overton made motion to approve; Councilwoman Brackenbury seconded. Motion carried with 7 ayes and 0 nays.

2. Resolution Accepting Public Improvements for Foxland Crossing

Engineering Department Project Manager II Brad Simpson presented the acceptance of improvements for Foxland Crossing.

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

3. Resolution Accepting Public Improvements for Albion Downs Phase 1 and 3

Engineering Department Project Manager II Brad Simpson presented the acceptance for public improvements for Albions Downs Phase 1 and 3.

Mr. Simpson explained the Engineering Division will manage the cash payment of \$21,000 received from developer Haynes Realtors for completion of the improvements.

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

4. Paving Program

Engineering Department Project Manager II Brad Simpson presented the recommendation list for 2016-2017 and an updated 2015-2016 paving list for councils review and suggestions.

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

5. Revision of Personnel Rules - Nepotism

Director of Human Resources Debbie Johnson presented the proposal for a revision to the personnel rules concerning nepotism. Ms. Johnson provided a detailed explanation of each change.

EDA Director James Fenton shared a story from a prospective company concerning diversity of city employees.

Councilwoman Brackenbury asked about adding all department heads and Ms. Johnson said she was fine with that.

Council discussed.

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

6. Discussion of Drainage Issues Due to Recent Flooding

Councilwoman Brackenbury stated she met with Brad Simpson, Nick Tuttle and Zach Wilkinson to discuss options to help with the flooding issues. She spoke about the recent flooding, the city offering temporary assistance and possibly using a portion of the \$600,000 earmarked for the Corp. of Engineers Study.

Councilman Overton stated that after the big flood in 2010 there was a spreadsheet created with every property that the city had a concern. He said there would be updates on the spreadsheet from time to time but there has been no new information provided for several years. He asked if that spreadsheet still exists and can be updated to track the flooding concerns.

Vice Mayor Hayes added that the list provided information on whether or not the city was responsible for fixing the flooding/drainage issue.

Mr. Simpson stated that the list is still available and he can provide an update. Mr. Simpson addressed the cost/share project with the Corp. of Engineers agreement. He stated the city has already contributed \$100,000 of the original \$600,000. Mr. Simpson added that if the city pulls out of the agreement we cannot resume the agreement at a later date.

Mr. Simpson continued to explain the process of the agreement with the Corp. of Engineers and the 65%/35% cost share. He recommended a Stormwater Utility to help generate a more consistent revenue stream to address the present drainage complaints.

Much discussion continued.

Mary Jo Silcox of 236 Joslin spoke about the installation of a new light pole and the dirt that was left in the ditch.

Councilwoman Brackenbury requested a report at the next work session and asked what other cities do to address these same issues.

Other Business

Councilman Mayberry called for other business.

- Mayor Brown asked Council if they wished to revisit the retirement incentive that was presented earlier this year.

Council discussed.

Vice Mayor Hayes requested this be on the next Council meeting agenda.

- Councilman Overton asked about electronic devices for council packets. Mayor explained IT Director Lori Smiley is currently working on that.

Department Head Reports

Councilman Mayberry called for department head reports.

- Leisure Services Marketing and Events Coordinator Emily Samples invited everyone to the Tommy Garrott Aquatics Facility Groundbreaking Ceremony on July 18th at 9:00 A.M.
- Building Codes Official Chuck Stuart provided the Annual Report for fiscal year 2015-2016 for the Building Codes Department. Mr. Stuart asked council to keep this report he presented tonight and he will discuss this report and some other things in a couple of weeks.

Adjourn

Councilman Overton made motion to adjourn; Councilwoman Brackenbury seconded.
Motion carried with 6 ayes and 0 nays.

Councilman Mayberry adjourned the meeting at 6:59 P.M.

Mayor Paige Brown

Connie Kittrell, City Recorder

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 26, 2016

DEPARTMENT: Public Works

AGENDA # 1

SUBJECT:

Environmental Services Annual Report

SUMMARY:

Review of trash, brush, and recycling programs.

RECOMMENDATION:

N/A

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:



2015-2016 Environmental Services Annual Report

- 12,233 Tons of garbage picked up and landfilled(Increase of 6.23% from past year)
- 12,922 cans serviced with 11,172 customers (Increase of 2% from past year)
- 3,142 Tons of brush picked up (Increase of 9.73% from past year)
- 303 Tons of materials recycled resulting in \$14,210 savings from landfill tipping fees
- \$260,785 Net Revenue which is a 33% increase
*Does not include the Capps Gap remediation, \$16,336.78 past billing corrections, or \$221,285 in capital purchases

2016-2017 Initiatives

- Increase brush pick-up efficiency
 - Analyzing use of set schedules
 - GPS optimization
- Increase recycling efficiency and participation
 - Grant application for compactor or glass crusher
 - Utilization of social media and internet for public outreach
 - Reorganization of recycle drop of center
- Utilize CMAQ funds for capital purchases

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 26, 2016

DEPARTMENT: Engineering

AGENDA # 2

SUBJECT:

Drainage Complaints

SUMMARY:

As requested by Council, a comprehensive list of complaints from the May 2010 Flood through the July 2016 Flood will be handed out at the meeting.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 26, 2016

DEPARTMENT: Human Resources

AGENDA # 3

SUBJECT:

Health, Vision and Dental Insurance

SUMMARY:

Update on health, vision and dental insurance renewal effective October 1, 2016.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 26, 2016

DEPARTMENT: Public Utilities

AGENDA #4

SUBJECT:

AUTOMATED METER READING

SUMMARY:

AUTOMATED METER READING FOR DISCUSSION. INFORMATION WILL BE AVAILABLE FOR REVIEW AT THE MEETING.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

[July 26, 2016]

DEPARTMENT: Utilities

AGENDA # 5

SUBJECT:

Ordinance O1608-43 Waiving tap fees for Habitat for Humanity of Sumner County

SUMMARY:

Request from Susan Johnson, Executive Director of Habitat for Humanity of Sumner County to waive water/sewer tap fees for property located at 723 Lincoln Drive. (See Attached Letter)

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

ORDINANCE WAIVING TAP FEES FOR HABITAT FOR HUMANITY

BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the City of Gallatin Public Utilities Department shall waive any tap fees for water and sewer services associated with 723 Lincoln Drive., Gallatin, TN for Habitat for Humanity of Sumner County.

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



Now More Than Ever.
Help Build It!

July 19, 2016

Mr. David Gregory
Gallatin Public Utilities
239 Hancock St.
Gallatin, TN 37066

Dear Mr. Gregory:

Habitat for Humanity of Sumner County is building a home in Gallatin in the Fall of 2016. The address is **0 Lincoln Drive (Parcel #113 J A 031.00)**.

We are requesting a waiver of the tap fees from Gallatin Public Utilities for this property. Please advise me on what further action, if any, is required of Habitat for Humanity of Sumner County. We appreciate your consideration of this request.

Sincerely,

Susan Johnson, Executive Director

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

JULY 26, 2016

DEPARTMENT: BUILDING CODES

AGENDA # 6

SUBJECT:

Amend ordinance waiving building permit fees for Habitat for Humanity

SUMMARY:

This amendment adds several stipulations to assure contractor compliance with Building Code standards.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved _____

Rejected _____

Deferred _____

Notes:

ORDINANCE TO AMEND WAIVING OF BUILDING PERMIT FEES FOR HABITAT FOR HUMANITY

WHEREAS, the City Council passed Ordinance O0102-013 waiving building permit fees for Habitat for Humanity on March 6, 2001; and

WHEREAS, it has become necessary to amend the original ordinance to assure compliance with Building Code standards;

NOW, THEREFORE BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that Ordinance O0102-13 be amended by the addition of the following codicils:

1. The contractor shall provide a letter from Habitat for Humanity stating that he/she is the selected contractor for the specific project.
2. The contractor is responsible to meet all state and local licensing and insurance requirements.
3. The contractor shall comply with all required inspections for the project. Requests for inspections outside of regular working hours shall be made in advance through the Building Department and will incur a \$100 fee for after work inspections and a \$200 fee for week-end inspections. These fees must be paid at the time of scheduling the special inspections.

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

PASSED FIRST READING:

PASSED SECOND READING:

PAIGE BROWN, MAYOR

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

JULY 26, 2016

DEPARTMENT: BUILDING CODES

AGENDA #7

SUBJECT:

Ordinance amending GMC Chapter 5 Building, Plumbing and Mechanical permit fees

SUMMARY:

This amendment modifies the building fee schedules by using square feet under beam rather than heated square feet for calculating fees; and simplifies plumbing and mechanical fees by using square feet under beam rather than fixture counts to calculate fees.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved _____
Rejected _____
Deferred _____

Notes:

AN ORDINANCE AMENDING GALLATIN MUNICIPAL CODE, CHAPTER 5, BUILDINGS AND BUILDING REGULATIONS, SECTION 5-58 AMENDMENTS TO INTERNATIONAL BUILDING CODE BUILDING PERMIT FEE SCHEDULE, SECTION 5-91 PLUMBING FEES, AND SECTION 5-263 MECHANICAL FEES

WHEREAS, pursuant to Tenn. Code Ann. § 6-54-501, the City of Gallatin has adopted the 2009 International Building Code, the 2009 International Residential Code, the 2009 International Plumbing Code, and the 2009 International Mechanical Code; and,

WHEREAS, the City of Gallatin provides certain services and incurs certain costs with the development and maintenance of property within the City, including the cost of permit preparation and administration, plan review, inspections and other services; and

WHEREAS, it is necessary and appropriate that the fees associated with these services should adequately reflect the costs and, thus, these fees must be periodically adjusted,

THEREFORE BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the following sections of Gallatin Municipal Code, Chapter 5 Buildings and Building Regulations is hereby amended as follows:

(1) **Article III. Building Standards. Sec. 5-58. Amendments to International Building Code**, subsection (a)(2) is amended by deleting everything following the words “Building Permit Fee Schedule” and replacing it with the following:

One- & Two-Family Dwellings	
Up to 3,000 sq ft	\$0.27 per sq ft under beam*
3,001 to 5,000 sq ft	\$0.32 per sq ft under beam*
5,001 sq ft & over	\$0.35 per sq ft under beam*
Manufactured Home	\$100.00
Addition	\$0.15 per sq ft under beam*
Re-inspection Fee	\$30.00 per occurrence after the 1 st one
Plan Review Fee	\$0.03 per sq ft under beam.*

* Not including garage.

Other	
Remodel	Valuation x 1.0 %
Detached Non-Living	\$0.10 per sq ft
Deck	\$50.00
Pool-Above Ground	\$25.00
Pool-In Ground	\$25.00 + (Valuation x 1.0%)
Demolition	\$100.00
Moving	\$100.00
Re-inspection Fee	\$30.00 per occurrence after the 1 st one

Commercial	
Up to \$500,000	Valuation x 1.0%
\$500,001 to \$750,000	Valuation x 0.80%
\$750,001 to \$1,000,000	Valuation x 0.75%
\$1,000,001 to \$3,000,000	Valuation x 0.50%
\$3,000,001 to \$7,500,000	Valuation x 0.33%
\$7,500,001 and over	Valuation x 0.25%
Re-inspection Fee	\$50.00 per occurrence after the 1 st one

Commercial building permits will incur a Structural Plan Review fee of 50% of the building permit fee. A Fire Plan Review will incur a fee equal to 25% of the building permit fee. This includes three (3) Life Safety inspections. Subsequent re-inspections will cost \$50 each.

Industrial
\$60.00 per estimated number of inspections needed to complete the project.

Industrial building permits will incur a Structural Plan Review fee of valuation x 0.125%.
A Fire Plan Review will incur a fee equal to 50% of the Structural Plan Review fee.

****All permits, including re-inspections, will incur a \$10.00 administrative fee.**

All permit fees include initial inspection and one (1) re-inspection at no additional charge.

Minimum building permit fee will be \$50.00, except on pool permits.

Valuation is based on contract price.

(2) **Article IV. Plumbing Standards. Sec. 5-91. Schedule of permit fees**, is amended by deleting everything after the word “follows:” and replacing it with the following:

Plumbing Permit Fee Schedule

Residential	
New Construction	\$0.08 per sq ft under beam*
Remodel or Change-out	\$50.00 per inspection required
Re-inspection Fee	\$30.00 per occurrence after the 1 st one

* Not including garage.

Commercial/Industrial	
New Construction	\$0.10 per sq ft under beam
Remodel or Change-out	\$75.00 per inspection required
Re-Inspection Fee	\$50.00 per occurrence after the 1 st one

**All permits, including re-inspections, will incur a \$10.00 administrative fee.
 All permit fees include initial inspection and one (1) re-inspection at no additional charge.
 Minimum plumbing permit fee will be \$50.00.

(3) **Article XI. Mechanical Standards. Sec 5-263. Fees**, is amended by deleting everything after the word “follows:” and replacing it with the following:

Mechanical Permit Fee Schedule

Residential	
New Construction	\$0.08 per sq ft under beam*
Remodel or Change-out	\$50.00 per inspection required
Re-inspection Fee	\$30.00 per occurrence after the 1 st one

* Not including garage.

Commercial/Industrial	
New Construction	\$0.10 per sq ft under beam
Remodel or Change-out	\$75.00 per inspection required
Re-Inspection Fee	\$50.00 per occurrence after the 1 st one

**All permits, including re-inspections, will incur a \$10.00 administrative fee.
 All permit fees include initial inspection and one (1) re-inspection at no additional charge.
 Minimum mechanical permit fee will be \$50.00.

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

PASSED FIRST READING:

PASSED SECOND READING:

PAIGE BROWN, MAYOR

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 26, 2016

DEPARTMENT: FIRE

AGENDA #8

SUBJECT:

RESTRUCTURE OF THE GALLATIN FIRE DEPARTMENT

SUMMARY:

RESOLUTION AUTHORIZING FIRE CHIEF VICTOR WILLIAMS TO IMPLEMENT A RESTRUCTURE OF THE GALLATIN FIRE DEPARTMENT

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

RESOLUTION AUTHORIZING FIRE CHIEF VICTOR WILLIAMS TO IMPLEMENT A
RESTRUCTURE OF THE GALLATIN FIRE DEPARTMENT

BE IT RESOLVED that Chief Williams is hereby authorized to execute the attached reorganization of the Gallatin Fire Department by implementing a Fire Administration Division to be headed by an Assistant Fire Chief, upgrading the Training Officer position to the rank of Battalion Chief, and establishing the Fire Prevention as a stand-alone division of the fire department; and

BE IT FURTHER RESOLVED that this resolution shall take effect from and after its final passage, inasmuch as the public welfare requires such.

IT IS SO ORDERED.

AYE: _____

NAY: _____

DATE: _____.

MAYOR PAIGE BROWN

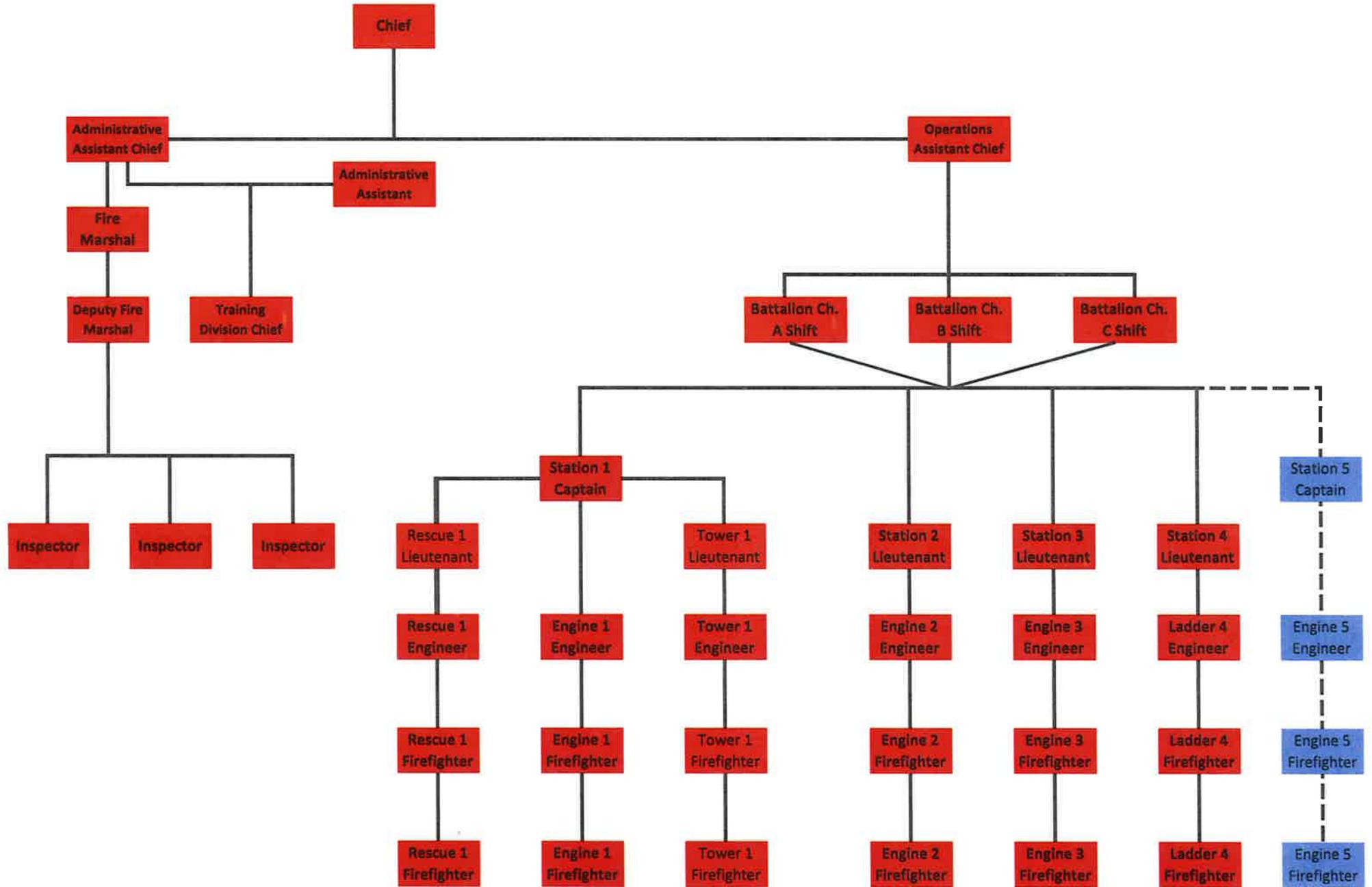
ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

GALLATIN FIRE DEPARTMENT COMMAND STRUCTURE



**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

JULY 26, 2016

DEPARTMENT: Fire Prevention

AGENDA # 9

SUBJECT:

Ordinance amending GMC Chapter 9 Fire Protection and Prevention by adding a schedule of Fire Inspection fees

SUMMARY:

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved _____
Rejected _____
Deferred _____

Notes:

ORDINANCE AMENDING GALLATIN MUNICIPAL CODE, CHAPTER 9, FIRE PROTECTION AND PREVENTION

WHEREAS, pursuant to authority granted by Tenn. Code Ann. § 6-54-502, and for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, the City of Gallatin has adopted the 2009 International Fire Code; and

WHEREAS, the City of Gallatin provides certain services and incurs certain costs with the delivery of fire prevention and protection within the City, including the cost of inspections, engineering, enforcement, education, and investigation activities that help to reduce risk and loss; and

WHEREAS, it is necessary and appropriate that the fees associated with these services should adequately reflect the costs,

NOW THEREFORE BE IT ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the Gallatin Municipal Code, Chapter 9 fire protection and prevention is amended by the addition of the following section:

Sec. 9-76 Fire Inspection Fees

The City of Gallatin shall charge and collect the following fire inspection fees:

Annual Life Safety Inspections

Assembly (A-1, A-2, A-3, A-4, A-5)	
Up to 2,500 sq. ft.	\$40.00
2,501 - 10,000 sq. ft.	\$75.00
10,001 - 50,000 sq. ft.	\$100.00
50,001 - 100,000 sq. ft.	\$150.00
100,001 - 150,000 sq. ft.	\$200.00
150,001 - 200,000 sq. ft.	\$250.00
Over 200,000 sq. ft.	\$350.00

Factory/Industrial Facility	
Up to 2,500 sq. ft.	\$40.00
2,501 - 10,000 sq. ft.	\$75.00

10,001 - 50,000 sq. ft	\$100.00
50,001 - 100,000 sq. ft.	\$150.00
100,001 - 150,000 sq. ft.	\$200.00
150,001 - 200,000 sq. ft.	\$250.00
Over 200,000 sq. ft.	\$350.00

Educational Facility (Day Cares, Private Schools)	
Up to 2,500 sq. ft.	\$40.00
2,501 - 10,000 sq. ft.	\$75.00
10,001 - 50,000 sq. ft	\$150.00

Hazardous Facility	
Up to 2,500 sq. ft.	\$40.00
2,501 - 10,000 sq. ft.	\$75.00
10,001 - 50,000 sq. ft	\$150.00
50,001 - 100,000 sq. ft.	\$200.00
100,001 - 150,000 sq. ft.	\$250.00
150,001 - 200,000 sq. ft.	\$300.00
Over 200,000 sq. ft.	\$350.00

Institutional Facility (Nursing Homes, Hospitals, Mental Health Facilities)	
Up to 2,500 sq. ft.	\$40.00
2,501 - 10,000 sq. ft.	\$75.00
10,001 - 50,000 sq. ft	\$150.00
50,001 - 100,000 sq. ft.	\$200.00
100,001 - 150,000 sq. ft.	\$250.00
150,001 - 200,000 sq. ft.	\$300.00
Over 200,000 sq. ft.	\$350.00

High-Rise Facility	
Up to 2,500 sq. ft.	\$75.00
2,501 - 10,000 sq. ft.	\$100.00
10,001 - 50,000 sq. ft	\$150.00
50,001 - 100,000 sq. ft.	\$200.00
100,001 - 150,000 sq. ft.	\$250.00
150,001 - 200,000 sq. ft.	\$300.00
Over 200,000 sq. ft.	\$350.00

Residential	
Group Home	\$50.00 per visit
Day Care (within a residence)	\$40.00 per visit
Apartments, Hotels, Dormitories	
1-10 units	\$40.00
11-20 units	\$75.00
21-40 units	\$125.00
41-100 units	\$150.00
101-200 units	\$200.00
201-300 units	\$250.00
301-400 units	\$300.00
401-500 units	\$350.00
Over 500 units	\$400.00

Additional Inspections and Fees

Re-inspection Fee (after first)	\$50.00 per visit
Carnivals/Fairs	\$75.00 per visit
Circus Tents	\$50.00 each
Courtesy/Requested Inspection for Existing Residential Only	Free (one per year)
Exhibits/Trade Shows	\$40.00 per visit
Blasting Permit	\$50.00 each
LP or Gas Equipment Inspection	\$40.00 per visit

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the Gallatin Municipal Code shall be amended such that Sections 9-77 – 9-99 shall be noted reserved.

BE IT FURTHER ORDAINED BY THE CITY OF GALLATIN, TENNESSEE, that the Gallatin Municipal Code shall be amended such that Article IV. Of Chapter 9, OPEN BURNING, shall be renumbered sequentially beginning with Sec. 9-100 – 9- 104.

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

PASSED FIRST READING:

PASSED SECOND READING:

PAIGE BROWN, MAYOR

ATTEST:

CONNIE KITTRELL
CITY RECORDER

APPROVED AS TO FORM:

SUSAN HIGH-MCAULEY
CITY ATTORNEY

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 26, 2016

DEPARTMENT: City Attorney & Risk Management

AGENDA # 10

SUBJECT:

Emergency Process for sewer issues/claims

SUMMARY:

Council requested that discussion of an emergency process be put on the agenda for discussion.

RECOMMENDATION:

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**CITY OF GALLATIN
COUNCIL COMMITTEE AGENDA**

July 26, 2016

DEPARTMENT: CITY ATTORNEY

AGENDA # 11

SUBJECT:

Resolution Authorizing the City of Gallatin to participate in the TML Risk Management Pool "Safety Partners" Loss Control Matching Grant Program.

SUMMARY:

The Pool has offered its annual "Safety Partners" Grant Program offering reimbursement of up to 50% of the cost of approved safety devices, equipment and safety training necessary to control employee safety hazards.

This money is incurred every year by the Police Department for the purchase of body armour. The City can utilize the opportunity to receive up to \$3,000 to put towards additional safety training for employees.

RECOMMENDATION:

Pass attached Resolution

ATTACHMENT:

Resolution
 Ordinance

Correspondence
 Contract

Bid Tabulation
 Other

Approved
Rejected
Deferred

Notes:

**RESOLUTION AUTHORIZING THE CITY OF GALLATIN TO PARTICIPATE IN THE
TML RISK MANAGEMENT POOL "SAFETY PARTNERS" LOSS CONTROL
MATCHING GRANT PROGRAM**

WHEREAS, the safety and well being of the employees of the City of Gallatin is of the greatest importance; and

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for employees of the City of Gallatin; and

WHEREAS, the TML Risk Management Pool seeks to encourage the establishment of a safe workplace by offering a "Safety Partners" Loss Control Matching Grant Program; and

WHEREAS, the City of Gallatin now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF GALLATIN, TENNESSEE, that the City of Gallatin is hereby authorized to participate in the "Safety Partners" Loss Control Matching Grant through the TML Risk Management Pool, seeking the maximum grant of three thousand and 00/100 (\$3,000.00) by having expenditures in excess of six thousand and 00/100 (\$6,000.00) for safety training, equipment, and devices.

BE IT FURTHER RESOLVED BY THE CITY OF GALLATIN, TENNESSEE, that this resolution shall take effect from and after its 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



2016-2017 “Safety Partners” Matching Grant Program Guidelines

The Pool is pleased to announce the launch of its 19th series of the
“Safety Partners” Matching Grant Program
for all members who have workers’ compensation coverage with The Pool.

OBJECTIVE: To help eligible Pool members purchase safety items designed to reduce workers’ compensation claims.

Safety reimbursable items include:

Expenditures for employee safety devices, equipment and safety training, or employee education/training that is necessary to control an employee safety hazard.

Please read this information in its entirety before completing the application:

- 1) The Pool will **reimburse up to 50 percent** of the cost of the safety-related approved item(s) with a maximum reimbursement based on the Priority Classification matrix rating.
- 2) **Matching grant funds must be used for employee safety related items.**
- 3) Entity must be an existing Pool member and must currently have **workers’ compensation coverage** with The Pool as of **7/1/2016**.
- 4) Entity must be in good standing with The Pool and **in compliance with previous loss control recommendations.**

DEADLINE: Friday, August 12, 2016 (close of business)

GRANT NOTIFICATION DATE: Week of September 6, 2016

ELIGIBILITY: Available **ONLY** to Pool members with **Workers' Compensation Coverage** since **July 1, 2016**. Your **expenditure** may be made between **January 1, 2016 and May 1, 2017**.

RULES FOR PARTICIPATION

1. **Applications must be submitted online.** The application is **DATE SENSITIVE** and is subject to available funds. Direct all questions to your loss control consultant (please refer to pg. 4).
2. A signed **Resolution** or **Motion** (by the appropriate official: mayor or chairman of the board) passed by the governing body of the city/agency **MUST BE** provided. For boards of local government agencies that do not pass resolutions, a sample **Motion** is attached and may be signed by the appropriate Executive.

NOTE: IF your resolution/motion cannot be approved and signed when your application is ready, you may **submit the application only** by including a notation on the application stating that your resolution/motion will follow after your board or council meeting (list the date of meeting). Since the APPLICATION is date sensitive, it is NOT necessary to submit the application **and** resolution/motion together. (Samples of each are attached). Your grant check will not be sent to you until we have received this document.

3. The Pool will **reimburse** approved grants for one-half of the paid expenditures (50 percent), **up to the maximum funding level for the participant's assigned classification**.
4. If the Grant Committee approves your application, you will be asked to submit proof of payment(s) for your safety-related purchased item(s) **before** we can process your grant check. **Invoices** alone will **NOT** be used as proof of payment. We must have copies of **cancelled checks** or a **proof-positive paper trail** for approved items. Verification of payment should be submitted to Tahtia Carver at tcarver@thepool-tn.org or faxed to 615-371-9212, along with your grant "Notification of Approval" letter.

5. The **deadline** for us to receive your application and close this program is Friday, August 12, 2016 (close of business). Approval/pending/non-approval **grant notifications will be distributed the week of September 6, 2016.**
6. Only ONE grant application may be approved for each town/city/agency during any given FISCAL YEAR. You may not "roll-over" an application from one fiscal year to another.
7. **Total** all estimates and final paid receipts!
8. **If approved for a grant, your proof of payment for expenditures must be received in this office by May 1, 2017, or your grant money WILL be awarded to the next "pending" member's application.**

GRANT CONSIDERATIONS: Consideration of grants will be based on a variety of issues, such as your entity's risk management practices, loss experience, and availability of funding and submission date.

1. The primary consideration will be the amount of available funding for the fiscal year.
2. Priority will be given to risk exposures noted in the loss control site surveys, recommendations and/or loss trends, and a history of sound risk management practices.

Grant funding will depend on the matrix rating (*Priority Classification*) assigned to a Pool member which assesses the workers' compensation **earned premium** contribution and loss experience for the **previous year**. This process allows all members that might have high losses, but who are in compliance with sound risk management practices, to have equal consideration. Your earned premium from the previous year is available **after July 2, 2016**, at which time you may call to inquire about your classification. Call 800-624-9698 and ask for Tahtia Carver.



If you need to know about your classification or if you have additional questions, please contact your loss control consultant.

West Tennessee
Paul Chambliss
731-225-2439
pchambliss@thepool-tn.org

Middle Tennessee
Chester Darden
615-406-0944
cdarden@thepool-tn.org

East Tennessee
Judy Housley
865-250-0413
jhousley@thepool-tn.org

Rating Classifications Funding Levels
(based upon earned workers' comp premium for previous year 2015-2016)

- Class I – Up to \$3,000
- Class II – Up to \$2,000
- Class III – Up to \$1,500
- Class IV – Up to \$1,000
- Class V – Up to \$500
- Class VI – Up to \$250

Workers' Compensation Coverage Classification Levels

- Class I – Contributed earned premium for the previous year \$200,000 or more in the requested coverage area.
- Class II – Contributed earned premium for the previous year between \$100,000 and \$199,999 in the requested coverage area.
- Class III – Contributed earned premium for the previous year between \$25,000 and \$99,999 in the requested coverage area.
- Class IV – Contributed earned premium for the previous year between \$10,000 and \$24,999 in the requested coverage area.
- Class V – Contributed earned premium for the previous year between \$2,500 and \$9,999 in the requested coverage area.
- Class VI – Contributed less than \$2,499 in earned premium for the previous year in the requested coverage area.