

**HAMILTON COUNTY COMMISSION
AGENDA PREPARATION SESSION
NOVEMBER 28, 2018**

STATE OF TENNESSEE) Agenda Preparation Session
COUNTY OF HAMILTON) November 28, 2018

BE IT REMEMBERED, that on this 18th day of November, 2018, an Agenda Preparation Session of the Hamilton County Board of Commissioners was begun and held at the Courthouse, in the City of Chattanooga, in the County Commission Room, when the following proceedings were held, to wit:--

0:14 Present and presiding was the Honorable Sabrena Smedley, Chairman. County Clerk Bill Knowles called the roll of the County Commission and the following, constituting a quorum, answered to their names: Commissioner Baker, Commissioner Bankston, Commissioner Boyd, Commissioner Fairbanks, Commissioner Geter, Commissioner Mackey, Commissioner Martin, Commissioner Sharpe, and Chairman Smedley. Total present – 9. Total absent -0.

Also in attendance were County Mayor Jim Coppinger, members of his administrative staff, Assistant County Attorney Dee Hobbs, and County Auditor Jenneth Randall.

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COMMITTEE ASSIGNMENTS

Chairman Smedley indicated the upcoming agenda items would be considered as follows:

- The Trustee's Monthly and Excess Fee Reports for October 2018 would be submitted for the record.
- An Order of Designation to the Planning Commission would be submitted as a matter of record.
- Resolution No. 1218-1 was the usual County Clerk item regarding notaries, etc. This required no committee assignment.
- Resolutions Nos. 1218-8 and 1218-9 were assigned to the Finance Committee, chaired by Commissioner Fairbanks.
- Resolution Nos. 1218-10 and 1218-11 were assigned to the Zoning Committee, chaired by Commissioner Bankston.
- Resolution Nos. 1218-2 through 1218-7, and 1218-12 were heard by a Committee of the Whole.

0:52

COMMITTEE OF THE WHOLE – RESOLUTION NO. 1218-2

Director of General Services Lee Norris spoke regarding this item, which amends the rules and regulations regarding reservation types as it pertains to campground operations of the Hamilton County Parks and Recreation Department at Chester Frost Park. Handouts were distributed detailing the proposed changes, which includes rate and maximum stay changes and reserving several sites to be used on a first come, first serve basis. Copies of the handouts were filed in the Clerk's Office.

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In response to Commissioner Mackey's question, Director of Parks and Recreation Tom Lamb reported these changes will address many issues and concerns with the reservation system.

3:59

COMMITTEE OF THE WHOLE – RESOLUTION NO. 1218-3

Administrator of Public Works and County Engineer Todd Leamon spoke regarding this item, which approves the entering into of an additional ingress and egress easement agreement pertaining to the Birchwood Construction and Demolition Landfill for grading and drainage improvements. It was noted the initial agreement (*Resolution No. 1017-35*) was approved on October 18, 2017. Mr. Leamon stated there was no impact to the county relative to the unused property and Birchwood II, LLC will be responsible for all construction costs and perpetual maintenance of the area. Birchwood Representatives George Hyfantis and Charlie Hunt were present to answer questions. Chairman Smedley stated they would not be required to attend next week's regular meeting.

There were no questions from Commissioners.

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5:58 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1218-4**

Administrator of Public Works and County Engineer spoke regarding this item, which approves the second amendment to an existing ingress and egress easement agreement pertaining to the Birchwood Construction and Demolition Landfill. It was noted the first amendment to the easement agreement was approved on December 20, 2017 (*Resolution No. 1217-19*). Mr. Leamon stated the agreement needed to be amended to allow for a 6-month extension in order for Birchwood II, LLC to obtain a permit to operate a construction and demolition landfill.

There were no questions from Commissioners.

6:50 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1218-5**

Commissioner Martin spoke regarding this item. The Resolution prohibits the access onto the press gallery of any non-credentialed news media persons without prior approval from the Chairman. It was noted this item was discussed in last week's Legal and Legislative Committee meeting. Commissioner Martin reported this item was designed to ensure that credentialed news organizations have ample space to record and document county business. He explained that the permission clause in the

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Resolution allows non-credentialed persons to access the balcony with permission of the Chairman at least 24 hours in advance of the meeting.

8:38

In response to Commissioner Mackey's question, Commissioner Martin stated there were safety concerns with having open access to the balcony.

10:03

Hamilton County Sheriff Jim Hammond stated any area not in full observation can be a risk. Chairman Smedley added some concerns have been brought forward regarding balcony access and no written policy is currently in place.

Commissioner Boyd stated several well-known writers with local publications do not carry media credentials and questioned what specifically defines media credentials. Commissioner Martin stated anyone without credentials can obtain permission from the Chairman to be in the balcony area.

11:05

In response to Commissioner Boyd's question, Assistant County Attorney Dee Hobbs reported the Commission could issue credentials to allow access to the balcony area. He noted additional research would need to be done to define that process. Commissioner Boyd asked that a policy be developed to allow Commissioners to issue credentials for Commission Meetings.

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18:40

Commissioner Sharpe asked for additional clarification for the notification process to access the balcony area. Commissioner Martin stated anyone can request permission by notifying the Chairman at least 24-hours in advance of the meeting. Commissioner Sharpe stated the procedure should be clarified further to avoid confusion.

Chairman Smedley stated she would notify Commissioners when a request to access the balcony area is made.

24:07

Commissioner Fairbanks stated his support for allowing the Chairman or Commission to issue media credentials for Commission Meetings.

Commissioner Baker echoed Commissioner Sharpe's comments regarding additional clarification.

Attorney Hobbs is to issue an opinion on his research.

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26:25 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1218-6**

Commissioner Martin spoke regarding this item, which prohibits the carrying and displaying of signs during meetings of the Hamilton County Board of Commissioners. It was noted this item was discussed in last week's Legal and Legislative Committee meeting. Commissioner Martin stated signs might obstruct the views of others in attendance and could be a safety concern.

Chairman Smedley added there was no prior written policy in place addressing this issue.

Commissioner Mackey voiced his concern regarding this item. Chairman Smedley noted it came at the recommendation of the County Attorney.

29:12 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1218-7**

Hamilton County Sheriff Jim Hammond spoke regarding this item, which authorizes the County Mayor to accept a State of Tennessee Office of the Courts – Courtroom Security Grant. The total project cost is \$85,500.00 and requires a 10% match to be taken from the Hamilton County Jail and Courthouse Renovation Fund.

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In response to Commissioner Fairbanks' question, Sheriff Hammond confirmed the county match would total \$8,550.00 from already budgeted funds.

30:26 **COMMITTEE OF THE WHOLE – RESOLUTION NO. 1218-12**

Commissioner Fairbanks spoke regarding this item, which makes an appropriation to Soddy Daisy Food Bank in the amount of \$2,000.00 from general fund travel discretionary monies as allotted to District 1. He stated the funds would assist the non-profit with organizational expenses.

There were no questions from Commissioners.

Commissioner Fairbanks, Chairman of the Finance Committee, stated the Finance Committee would meet in the Commission Room immediately following the Agenda Session.

Commissioner Bankston, Chairman of the Zoning Committee, stated the two Resolutions assigned to the Zoning Committee are to accept district roads. Administrator of Public Works and County Engineer confirmed the roads have been inspected and meet all county guidelines. Commissioner Bankston stated without

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objection the Zoning Committee would not meet and the items will be taken up next week. There was no objection.

ANNOUNCEMENTS

Chairman Smedley asked for announcements from members of the Commission.

31:48 Commissioner Martin reminded everyone of the Hixson Tree Lighting on Friday, November 30th at Clear Creek Church of Christ at 6:30 PM. He noted Mayor Coppinger will be lighting the tree and the Hixson High School Band and Choir will be performing.

33:00 Commissioner Sharpe announced the MainX24 Christmas Parade is taking place Saturday, December 1st at 10:00 AM on Main Street. He encouraged everyone to attend.

33:49 Commissioner Boyd announced the ribbon cutting for the new Erlanger Children's outpatient clinic will be Tuesday, December 11th at 11:00 AM. He emphasized the importance of supporting the new Children's Hospital.

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36:24 Commissioner Baker announced Friday, November 30th at 12:00 PM a swearing in ceremony for Signal Mountain officials will take place. He echoed Commissioner Boyd's comments regarding the Erlanger Children's Hospital.

38:12 Chairman Smedley announced the Tree Lighting at Heritage Park has been rescheduled to Saturday, December 8th at 3:00 PM. She also announced the Collegedale Parade on Sunday, December 2nd at 2:00 PM.

DELEGATIONS

Chairman Smedley asked for delegations on matters other than zoning.

38:46 Emily Kate Boyd, residing at 519 Lytle Street Chattanooga, TN 37405, addressed Commissioners regarding Resolution No. 1218-5. She stated she is the owner of independent media agency The Chattanooga Recording Company, and has been livestreaming meetings since October. She stated over 200 people view the live videos each week and thanked Commissioners for their willingness to livestream.

Chairman Smedley reminded everyone that a presentation will take place December 12th regarding livestreaming Commission meetings.

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Being no further business, Chairman Smedley declared the meeting adjourned.

The next regularly scheduled meeting will be Wednesday, December 5th at 9:30 AM.

Respectfully submitted:



William F. (Bill) Knowles, County Clerk

Approved:

12-19-18
Date

W.F.K
Clerk's Initials