

Minutes of the Regular Business Meeting of the  
Board of Mayor and Aldermen of the City of Kingsport, Tennessee  
Tuesday, September 7, 2021, 7:00 PM  
City Hall, 415 Broad Street, Boardroom

PRESENT:

Board of Mayor and Aldermen

Mayor Patrick W. Shull, Presiding  
Vice Mayor Colette George  
Alderman Betsy Cooper  
Alderman Darrell Duncan  
Alderman Tommy Olterman  
Alderman James Phillips

City Administration

Chris McCartt, City Manager  
J. Michael Billingsley, City Attorney  
Lisa Winkle, Treasurer/City Recorder  
Angie Marshall, City Clerk/Deputy City Recorder

**I. CALL TO ORDER:** 7:00 p.m., by Mayor Patrick W. Shull.

**II.A. PLEDGE OF ALLEGIANCE TO THE FLAG:** Ken Weems, Planning Manager.

**II.B. INVOCATION:** Alderman Darrell Duncan.

**III.A. ROLL CALL:** By City Recorder Winkle. Absent: Alderman Paul Montgomery.

**IV.A. RECOGNITIONS AND PRESENTATIONS.**

1. APWA Award Presentation - Ryan McReynolds
2. Suicide Prevention Month - Mayor Shull
3. Recognition - Kingsport Police Department First Place in TN Law Enforcement Challenge - Chris McCartt

**IV.B. APPOINTMENTS/REAPPOINTMENTS.**

1. **Appointment to PETWORKS** (AF: 263-2021) (Mayor Shull).

Motion/Second: George/Cooper, to approve:

APPOINTMENT OF BONNIE MACDONALD TO **PETWORKS** FULFILLING THE UNEXPIRED TERM OF JEFF FLEMING. THE APPOINTMENT IS EFFECTIVE IMMEDIATELY AND EXPIRES ON JULY 1, 2023.

Passed: All present voting "aye."

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**2. Appointment to the Emergency Communications District/E-911 Board (AF: 270-2021) (Mayor Shull).**

Motion/Second: Duncan/Phillips, to approve:

APPOINTMENT OF JIM EVERHART TO THE **EMERGENCY COMMUNICATIONS DISTRICT/E-911 BOARD** FULFILLING THE UNEXPIRED TERM OF CRAIG DYE. THE APPOINTMENT IS EFFECTIVE IMMEDIATELY AND EXPIRES ON DECEMBER 31, 2024.

Passed: All present voting "aye."

**V. APPROVAL OF MINUTES.**

Motion/Second: Olterman/Cooper, to approve minutes for the following meetings:

- A. August 16, 2021 Regular Work Session
- B. August 17, 2021 Regular Business Meeting

Approved: All present voting "aye."

**VI. COMMUNITY INTEREST ITEMS.**

**A. PUBLIC HEARINGS.**

**1. Amend Zoning of Tax Map 064, a Portion of Parcel 138.00 Located Off Shadowtown Road from B-3 (Highway Oriented Business District) to R-4 (Medium Density Apartment District) (AF: 262-2021) (Ken Weems).**

**PUBLIC COMMENT ON ITEM VI.A.1.** Marcy Walker with Hunter, Smith and Davis commented.

Motion/Second: George/Olterman, to pass:

AN ORDINANCE TO FURTHER AMEND THE ZONING CODE, TEXT AND MAP, TO REZONE PROPERTY LOCATED ALONG SHADOWTOWN ROAD FROM B-3, HIGHWAY ORIENTED BUSINESS DISTRICT TO R-4, MEDIUM DENSITY APARTMENT DISTRICT IN THE 7TH CIVIL DISTRICT OF SULLIVAN COUNTY; TO FIX A PENALTY FOR THE VIOLATION OF THIS ORDINANCE; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

**PUBLIC COMMENT.** Mayor Shull invited citizens in attendance to speak about any of the remaining agenda items. There being no one coming forward to speak, the Mayor closed the public comment segment.

**B. BUSINESS MATTERS REQUIRING FIRST READING.**

**1. Accept a Private Monetary Donation for the Police K-9 Program and Appropriate the Funds (AF: 258-2021) (Chief Phipps).**



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Motion/Second: Duncan/George, to pass:

**Resolution No. 2022-050, A RESOLUTION ACCEPTING A MONETARY DONATION  
FOR THE KINGSPORT POLICE DEPARTMENT'S K-9 PROGRAM**

Passed: All present voting "aye."

Motion/Second: George/Phillips, to pass:

**AN ORDINANCE TO AMEND THE GENERAL PROJECT-SPECIAL REVENUE FUND  
BUDGET BY APPROPRIATING DONATED FUNDS FOR THE YEAR ENDING JUNE 30,  
2022; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE**

Passed on first reading: All present voting "aye."

**2. Appropriate \$44,000.00 from the Tennessee Highway Safety  
Office (THSO) FY22 Grant (AF: 268-2021) (Chief Phipps).**

Motion/Second: Duncan/George, to pass:

**AN ORDINANCE TO AMEND THE GENERAL PROJECT/SPECIAL REVENUE FUND  
BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE TENNESSEE  
HIGHWAY SAFETY OFFICE (THSO) FOR THE YEAR ENDING JUNE 30, 2022; AND  
TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE**

Passed on first reading: All present voting "aye."

**3. Appropriate \$20,000.00 from the Tennessee Highway Safety  
Office (THSO) FY22 Grant (AF: 269-2021) (Chef Phipps).**

Motion/Second: Phillips/Olterman, to pass:

**AN ORDINANCE TO AMEND THE GENERAL PROJECT/SPECIAL REVENUE FUND  
BUDGET BY APPROPRIATING GRANT FUNDS RECEIVED FROM THE TENNESSEE  
HIGHWAY SAFETY OFFICE (THSO) FOR THE YEAR ENDING JUNE 30, 2022; AND  
TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE**

Passed on first reading: All present voting "aye."

**4. Amend Code of Ordinances, Chapter 98 Relating to Traffic and  
Vehicles (AF: 273-2021) (Chief Phipps).**

Motion/Second: George/Cooper, to pass:

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF KINGSPORT,  
TENNESSEE, BY ADDING ADDITIONAL SECTIONS TO CHAPTER 98 RELATING TO  
TRAFFIC AND VEHICLES; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE**

Passed on first reading: All present voting "aye."

**5. Budget Adjustment for Various Funds in FY22 (AF: 265-2021)  
(Chris McCartt).**

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Motion/Second: Duncan/Phillips, to pass:

AN ORDINANCE TO AMEND VARIOUS PROJECT FUND BUDGETS FOR THE YEAR  
ENDING JUNE 30, 2022; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

Passed on first reading: All present voting "aye."

**C. BUSINESS MATTERS REQUIRING FINAL ADOPTION.**

**1. Budget Adjustment for Health Insurance Fund in FY21 Budget**

(AF: 256-2021) (Chris McCartt).

Motion/Second: Duncan/Phillips, to pass:

**ORDINANCE NO. 6962**, AN ORDINANCE TO INCREASE THE HEALTH INSURANCE  
FUND BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2021; AND TO FIX THE  
EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Cooper, Duncan, George, Olterman, Phillips  
and Shull voting "aye."

**2. Budget Adjustment for Fleet Maintenance Fund in FY22 (AF:**

257-2021) (Chris McCartt).

Motion/Second: George/Cooper, to pass:

**ORDINANCE NO. 6963**, AN ORDINANCE TO INCREASE THE FLEET MAINTENANCE  
FUND BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2022; AND TO FIX THE  
EFFECTIVE DATE OF THIS ORDINANCE

Passed on second reading in a roll call vote: Cooper, Duncan, George, Olterman, Phillips  
and Shull voting "aye."

**D. OTHER BUSINESS.**

**1. Purchase Two (2) Ford Ranger 4x4 SuperCab XLT and Two (2)**

**Ford F350 XL 4WD from Tennessee State Contract** (AF: 246-2021) (Ryan  
McReynolds/Steve Leonard).

Motion/Second: George/Cooper, to pass:

**Resolution No. 2022-051**, A RESOLUTION AUTHORIZING THE CITY MANAGER TO  
EXECUTE PURCHASE ORDERS FOR TWO FORD RANGER 4X4 SUPER CAB XLT  
TRUCKS AND TWO FORD F350XL 4WD FROM LONNIE COBB FORD PURSUANT TO  
TENNESSEE EDISON CONTRACT No. 64473

Passed: All present voting "aye."

**2. Award Purchase for One (1) New Holland Tractor Utilizing**

**Sourcewell Cooperative Purchasing Agreement** (AF: 250-2021) (Ryan  
McReynolds/Steve Leonard).



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Motion/Second: Duncan/Cooper, to pass:

**Resolution No. 2022-052**, RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A PURCHASE ORDER TO SOURCEWELL COOPERATIVE PURCHASING FOR ONE NEW HOLLAND TRACTOR

Passed: All present voting "aye."

**3. Authorize the Mayor to Renew Instructure CASE Benchmarks Agreement by Amendment and Issue Purchase Order** (AF: 264-2021) (David Frye).

Motion/Second: Phillips/George, to pass:

**Resolution No. 2022-053**, A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE INSTRUCTURE RENEWAL SERVICES ORDER FORM WHICH UTILIZES CASE BENCHMARK AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting "aye."

**4. Authorize the Purchase of SNAP Health Center for Electronic Health Records Management for Kingsport City Schools** (AF: 266-2021) (David Frye).

Motion/Second: Cooper/George, to pass:

**Resolution No. 2022-054**, A RESOLUTION APPROVING THE PURCHASE OF SNAP SOFTWARE FROM SCHOOL HEALTH UTILIZING SOURCEWELL CONTRACT 061417-SHC

Passed: All present voting "aye."

**5. Right-of-Way Easement with Kingsport Power Company for Fort Henry Drive** (AF: 260-2021) (Michael Billingsley).

Motion/Second: George/Phillips, to pass:

**Resolution No. 2022-055**, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A RIGHT-OF-WAY EASEMENT WITH KINGSFORT POWER COMPANY

Passed: All present voting "aye."

**6. Right-of-Way Easement with Kingsport Power Company for Scott Adams Skate Park** (AF: 261-2021) (Michael Billingsley).

Motion/Second: Phillips/George, to pass:

**Resolution No. 2022-056**, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A RIGHT-OF-WAY EASEMENT WITH KINGSFORT POWER COMPANY

Passed: All present voting "aye."

**7. Construction Agreement with CSX Transportation (CSXT) for the Main Street Project** (AF: 271-2021) (Ryan McReynolds).

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Motion/Second: Duncan/George, to pass:

**Resolution No. 2022-057,** A RESOLUTION APPROVING A CONSTRUCTION AGREEMENT WITH CSX TRANSPORTATION, INC., (CSXT) FOR THE MAIN STREET PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting “aye.”

**8. Facility Encroachment Agreement with CSX Transportation (CSXT) for the Main Street Project Waterline Construction (AF: 272-2021) (Ryan McReynolds).**

Motion/Second: Olterman/George, to pass:

**Resolution No. 2022-058,** A RESOLUTION APPROVING A FACILITY ENCROACHMENT AGREEMENT WITH CSX TRANSPORTATION, INC. (CSXT) FOR THE CONSTRUCTION OF A WATERLINE AS PART OF THE MAIN STREET PROJECT AND AUTHORIZING THE MAYOR TO EXECUTE THE AGREEMENT AND ALL OTHER DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE THE PURPOSE OF THE AGREEMENT

Passed: All present voting “aye.”

**9. Formal Acceptance of Deeds and Deeds of Easement (AF: 259-2021) (Michael Billingsley).**

Motion/Second: Duncan/Cooper, to pass:

**Resolution No. 2022-059,** A RESOLUTION TO ACCEPT DEEDS, DEEDS OF EASEMENT, AND OTHER MUNIMENT OF TITLE FROM THE VARIOUS PROPERTY OWNERS AND OTHERS HAVING AN INTEREST IN PROPERTY AS HEREINAFTER SET OUT, CONVEYING TO THE CITY OF KINGSFORT, A MUNICIPAL CORPORATION OF THE STATE OF TENNESSEE, TITLE TO THE PROPERTY DESCRIBED IN SUCH DEEDS, DEEDS OF EASEMENT, AND OTHER MUNIMENT OF TITLE, LOCATED IN THE 10TH AND 11TH CIVIL DISTRICTS OF SULLIVAN COUNTY, TENNESSEE

Passed: All present voting “aye.”

**10. Change the Meeting Date of the Business Meeting of the Board of Mayor and Aldermen from the Third Tuesday to the Fourth Tuesday in September, 2021, and Cancel the First October, 2021 Meeting (AF: 274-2021) (Michael Billingsley).**

Motion/Second: Olterman/Duncan, to pass:

**Resolution No. 2022-060,** A RESOLUTION CHANGING THE DATE OF THE REGULAR BUSINESS MEETING OF THE BOARD OF MAYOR AND ALDERMEN IN SEPTEMBER, 2021 FROM THE THIRD TUESDAY TO THE FOURTH TUESDAY FOR SEPTEMBER 2021 AND CANCEL THE FIRST OCTOBER 2021 MEETING

Passed: All present voting “aye.”



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**11. Reject Bid for Holiday Décor (AF: 267-2021) (Michael Borders).**

Motion/Second: George/Olterman, to pass:

**Resolution No. 2022-061**, A RESOLUTION REJECTING ALL PROPOSALS RELATED TO THE HOLIDAY LIGHTS AND DECOR

Passed: All present voting "aye."

**VII. CONSENT AGENDA.** None.

**VIII. COMMUNICATIONS.**

**A. CITY MANAGER.** Deputy City Manager McReynolds read the following agreements into the minutes that were signed by City Manager McCartt:

- Materials Agreement for Hunts Crossing
- Materials Agreement for Frylee Court

He also recognized city staff for their work on the Miracle Field.

**B. MAYOR AND BOARD MEMBERS.** Alderman Phillips provided information on the upcoming Racks by the Tracks Festival. Alderman Olterman encouraged everyone to support the Dobyns-Bennett football team, pointing out ETSU is also playing well. Alderman Duncan noted Alderman Olterman was missed on the sidelines at the football games. He stated more than 1,125 families have moved to Kingsport since the pandemic. He also commented on the upcoming 9/11 anniversary. Lastly, Mr. Duncan mentioned events in Kingsport including In the Valley at Lamplight Theatre, the Wing Fling and the Wine and Whiskey Festival. Alderman Cooper mentioned the upcoming Library events and stated further details could be found on their website. She also commented on Lindy White's presentation at the work session and encouraged people to still be vigilant in staying healthy. Vice-Mayor George stated Deputy City Manager McReynolds did a good job running the meeting tonight and wished the City Manager a speedy recovery. Mayor Shull commented on the importance of the COVID-19 vaccine.

**C. VISITORS.** None.

**IX. ADJOURN.** Seeing no other business for consideration at this meeting, Mayor Shull adjourned the meeting at 8:12 p.m.

  
ANGELA MARSHALL  
Deputy City Recorder

  
PATRICK W. SHULL  
Mayor