

Minutes of the Regular Work Session of the  
Board of Mayor and Aldermen, City of Kingsport, Tennessee  
Monday, April 4, 2016, 4:30 PM  
Council Room – City Hall

PRESENT: Board of Mayor and Aldermen

Mayor John Clark

Vice-Mayor Mike McIntire

Alderman Darrell Duncan

Alderman Colette George

Alderman Michele Mitchell

Alderman Tommy Olterman

Alderman Tom C. Parham

City Administration

Jeff Fleming, City Manager

Joseph E. May, Interim City Attorney

James H. Demming, City Recorder

1. **CALL TO ORDER:** 4:30 p.m. by Mayor Clark.
2. **ROLL CALL:** By Deputy City Recorder Marshall.
3. **SALES TAX, WELLNESS CLINIC, SAFETY, PROJECT STATUS.** City Manager Fleming provided details on these issues. He pointed out that although sales tax numbers are two months delayed, we are up in both budget and actuals. He pointed out the wellness clinic is one of the most used clinics their staff has seen. Mr. Fleming stated staff is gathering trend information on lost time and workers comp to be presented at a future meeting. Lastly, he pointed out that all projects are now in the green.
4. **REVIEW OF AGENDA ITEMS ON THE APRIL 5 2016 REGULAR BUSINESS MEETING AGENDA.** City Manager Fleming and members of staff gave a summary or presentation for each item on the proposed agenda. The following are items the Board discussed at greater length or which received specific questions or concerns.
  - VI.A.1 **Amend Zoning of 1609 West Stone Drive Located Adjacent to the Intersection of West Stone Drive and Interstate 26** (AF: 34-2016). City Planner Ken Weems gave a presentation on this item, noting there was a little discussion about the entrance.
  - VI.B.1 **Award Contract and Budget Ordinance to Transfer Funds for the Ft. Henry/Moreland Drive/West Center Street Sewer Replacement Project** (AF: 79-2016). Assistant City Manager McReynolds provided details on this item, stating that if left undone it could lead to road failure.
  - VI.D.1 **Execute an Agreement for the Sale of Water to Scott County Public Service Authority** (AF: 61-2016). City Manager Fleming pointed out there is no agreement at this time, but it puts everything in place if they decide to purchase from Kingsport.

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**VI.D.2 Skyland Drive Property Exchange Between the City and Eastman Chemical Company** (AF: 70-2016). City Manager Fleming stated Eastman did a survey to clean up.

**VI.D.4 Agreement with Bloomingdale Utility District for the Installation of Waterlines for the John B. Dennis Annexation** (AF: 71-2016). City Manager Fleming explained this takes care of maintenance for isolated parts of water not in the city.

**VI.D.5 Second Amendment to Funding Agreement with the Industrial Development Board of the City of Kingsport (KEDB), Sullivan County, Tennessee and the Bank of Tennessee** (AF: 76-2016). City Manager Fleming and KEDB Attorney Gorman provided details on this item and answered questions.

**VI.D.7 Emergency Solutions Grant Application and Allocation Plan** (AF: 83-2016). Development Services Director Lynn Tully discussed this item, noting cuts have been made from the state and there will be no administrative money next year. She explained the impact this would have on our programs. Discussion followed.

**VII.4 Issuance of Certificates of Compliance for Retail Food Stores to Sell Wine** (AF: 73-2016). City Recorder Demming provided information and answered questions on this item.

**5. I.T. AND USING TECHNOLOGY FOR EFFICIENCIES.** IT Manager Mark Woormer gave a presentation on the progress and goals of his department. He answered questions from the board and some discussion followed.

**6. CITY MANAGER PERFORMANCE EVALUATION.** City Manager Fleming left the work session at this time. Vice-Mayor McIntire presented measures designed to evaluate the performance of the city manager. He pointed out that this position is the only one the BMA is responsible for. He pointed out this would be a data driven process looking at key elements such as quality of city services, financial management, and communications. There was considerable discussion. Ms. Mary McNabb asked that the Senior Center services be added as a measure.

**7. ADJOURN.** Seeing no other matters presented for discussion at this work session, Mayor Clark adjourned the meeting at 6:05 p.m.

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ANGELA MARSHALL  
Deputy City Recorder



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JOHN CLARK  
Mayor