

**MINUTES OF
CITY COMMISSION MEETING
MONDAY, NOVEMBER 28 2011, 5:30 P.M.
CITY HALL, PIGEON FORGE, TENNESSEE**

Mayor Wear called the meeting to order with the following in attendance: Vice Mayor McClure, Commissioner Brackins, Commissioner Reagan, Commissioner Robinson, City Manager Teaster, City Recorder Clabo, City Attorney Gass, members of the press and interested citizens.

Mayor Wear opened the meeting and Vice Mayor McClure led in the pledge of allegiance.

REGULAR MEETING

The minutes were unanimously approved following motion by Vice Mayor McClure and second to motion by Commissioner Brackins.

Mayor Wear asked if there were any comments from citizens.

Leland Wykoff stated that he was concerned that in the process of reviewing advertising agencies for item number 6 on the agenda dealing with Bohan, costs had not considered in the process.

James Overstreet stated that he was concerned that the revenues were projected up when businesses are suffering.

No further comments were received.

The authorization for the payment of bills was presented for approval. On a motion by Vice Mayor McClure, second by Commissioner Brackins, it was approved to accept the bills as noted. Commissioner Robinson noted that he was for the normal bills but opposed items in question that are not bid.

Old Business

There was no old business.

New Business

Discussion and consideration of proposal from USDM for IPTV for the Department of Tourism was presented for approval. Executive Director of Tourism Downey stated this was a new way to attract the target audience. It is intended to attract visitors here during the down times. On a motion by Commissioner Brackins, second by Vice Mayor McClure, it was unanimously approved to accept the request as presented.

After the vote, Commissioner Robinson asked to put on an upcoming work session discussion of further spending of the \$500,000 of new advertising dollars that had been included in the current budget.

Discussion and consideration of a contract with Bohan as the City's advertising agency was presented for approval. Executive Director of Tourism Downey presented and noted that it was unanimously recommended by the members of the Advertising Review Committee. Commissioner Robinson stated he didn't see how this could be considered without discussing the costs. Mayor Wear noted that the process was to find the best advertising for the City. Commissioner Robinson stated that if Bohan is going to bill for certain items listed on invoices, those items should be spelled out in the contract. Executive Director of Tourism Downey suggested that Commissioner Robinson sit down with him and Marketing Manager Carr to discuss any invoices he may have questions. Commissioner Reagan suggested that contract be shortened to a two year contract instead of five year. Following lengthy discussion, and on a motion by Vice Mayor McClure, second by Commissioner Brackins, it was approved to accept the contract as presented. Commissioner Robinson voted no.

Discussion and consideration to change telephone service providers for the Community Center and Library to Windstream Communications via GSA contract was presented for approval. IT Director Ogle stated that this change would cut costs for the Pigeon Forge Community Center and Pigeon Forge Library by approximately half. On a motion by Commissioner Brackins, second by Vice Mayor McClure, it was unanimously approved to accept the request as presented.

Discussion and consideration of bid to install a traffic signal at the Parkway and Music Road Intersection from Progression Electric utilizing STP funds was presented for approval. Public Works Director Miller stated that based on bids, it was the recommendation of Wilbur Smith Associates to accept the low bid from Progression Electric Inc. at a cost of \$154,051.60. Mr. Miller noted that once approved, it would take approximately three months to make the poles. On a motion by Commissioner Brackins, second by Vice Mayor McClure, it was unanimously approved to accept the bid as presented.

Discussion and consideration of bids to purchase water plant chemicals from Brenntag Mid-South and Delta Chemical was presented for approval. Public Works Director Miller stated that he recommended the following low bids: 1) Brenntag Mid-South for Bleach at a cost of \$0.81 per gallon; and 2) Delta Chemical for Coagulant at a cost of \$0.222 per pound. On a motion by Vice Mayor McClure, second by Commissioner Reagan, it was unanimously approved to accept the bids as presented.

Discussion and consideration to purchase uniforms for the Police Department from Whole Armor was presented for approval. Police Chief Baldwin requested the purchase of uniforms in the amount of \$14,530 from the bid approved by city council on September 27, 2010. On a motion by Vice Mayor McClure, second by Commissioner Reagan, it was unanimously approved to accept the request as presented.

Discussion and consideration of a lease agreement with the Sevier County Board of Education for property to construct a temporary park for the 2012 season was presented for approval. Parks and Recreation Director Wilbanks stated that this would allow the city to have a league for ages 10 and under. The term of the agreement will be for two years at a cost of \$1 per year with an additional one year option. The property is approximately 16 acres. On a motion by Vice Mayor McClure, second by Commissioner Brackins, it was unanimously approved to accept the request as presented.

Discussion and consideration to construct a temporary park for the 2012 baseball season at an estimated cost of \$24,300 was presented for approval. The league will be run by the City's Parks and Recreation Department. The amount is unbudgeted. Parks and Recreation Director Wilbanks stated that the cost would be \$24,300 to construct three fields for summer play. Mayor Wear asked if the surplus undesignated funds in the budget could be used for this. City Recorder Clabo stated they could at the direction of the board. On a motion by Vice Mayor McClure, second by Commissioner Reagan, it was unanimously approved to accept the request as presented.

Discussion and consideration of a request from Brent Collier and Douglas Advertising to relocate a billboard and convert it to a digital billboard from Golden Corral to Cabins USA was presented for approval. City Attorney Gass stated that this language was similar to other billboard relocation requests in the past. Mr. Gass stated that this request was for a digital billboard. Mr. Gass also suggested that the name on the agreement states Douglas Advertising but the official name may be slightly different and requested authority to make change if necessary. On a motion by Vice Mayor McClure, second by Commissioner Reagan, it was unanimously approved to accept request as presented and noted.

Discussion and consideration of bid to purchase mobile live fire & SCBA confined space training systems from Fire Training Structures for the Fire Department was presented for approval. Fire Chief Watson stated bids were accepted on Mobile Live Fire & SCBA Confined Space Training Systems and he recommended the bid from Fire Training Structures in the amount of \$440,000. It was noted that the company was the only bid received to fully comply with all aspects of the bid specifications as written.

Bids were also received on Portable Live Fire Vehicle Training Systems. Fire Chief Watson recommended low bid from Fire Training Structures in the amount of \$35,000. These items will be purchased through a regional training grant where the City of Pigeon Forge is the host department. The City of Pigeon Forge has budgeted a local match of \$23,000. There will also be a local match from the City of Sevierville and the City of Gatlinburg. The County's contribution will be in-kind. On a motion by Vice Mayor McClure, second by Commissioner Reagan, it was unanimously approved to accept the bids as presented.

Discussion and consideration of bid to purchase signage for Fire Station #2 from Custom Craftsman Signs was presented for approval. Fire Chief Watson and Mike

Smelcer with SRA discussed the signage at the new fire station. It was noted that this was not the lowest proposal but recommended based on the following: 1) aesthetic graphic proportions and appropriate type style choice; 2) structural cross construction; 3) consistency, brightness, and longevity of LED lights used in the signage; 4) lower cost of maintenance for the signage; 5) overall ability of the signage to withstand weather conditions that signage will be exposed to; and 6) signage will have no face lit plastic, no surface run wires, and no mounting rails on building. Motion to approve was made by Commissioner Brackins, second by Vice Mayor McClure. Before the vote, City Recorder Clabo asked council to consider allowing 50% deposit to be included with other bills to pay if this item was approved. Otherwise construction of the sign will not begin until checks are processed after the next council meeting on December 12, 2011. Following a friendly amendment by Commissioner Brackins, second by Vice Mayor McClure, it was unanimously approved to accept the proposal as presented.

Discussion and consideration of terminating a contract with ACI and continuing a 30 day trial with Qwest was presented for approval. IT Director Ogle gave a status update noting that ACI had continued to make steps toward implementation but there were still problems with the conversion process. Qwest so far has about an 80% success rate. City Attorney Gass stated that a letter would need to be sent to ACI noting failure to perform and breach of contract. When asked about recouping the initial deposit, City Attorney Gass stated that the City would have to negotiate with ACI. On a motion by Vice Mayor McClure, second by Commissioner Brackins, it was unanimously approved to send letter to ACI terminating contract and continue trial period with Qwest.

Discussion and consideration to appoint Mark Rutledge and Don Gibson to serve another three year term on the Tree Board was presented for approval. City Manager Teaster recommended making the appointment as noted. On a motion by Vice Mayor McClure, second by Commissioner Brackins, it was unanimously approved to accept request as presented.

Manager's report included the following:

1. There will be a bid opening on the Wear City Park on December 1, 2011 in the council room at city hall at 2:00 p.m.
2. There will be a bid opening on the reuse line for the wastewater plant on December 6, 2011 in the council room at city hall at 2:00 p.m.
3. There will be a Planning Commission meeting on December 13, 2011 at 3:00 p.m. in the council room of city hall. Following the meeting, board members will have their annual Christmas dinner at JT Hannah's.
4. There will be a public hearing on Ordinances 934, 935, and 936 at the December 12, 2011 council meeting.

5. The second regularly scheduled meeting for December on December 26th will be an observed city holiday for Christmas. Direction is needed on canceling meeting or possibility of rescheduling to another date. On a motion by Vice Mayor McClure, second by Commissioner Reagan, it was unanimously approved cancel meeting and schedule a special called meeting if it is determined one is needed.
6. All of the letters regarding the Dry Fork issue have not been returned to city hall. A work session is being requested for December 12, 2011 at 4:30 p.m.
7. An informational copy was included in packets updating estimates for Pigeon Falls Lane and Jake Thomas Road.

Mayor Wear asked for comments from the board.

Vice Mayor McClure welcomed Commissioner Brackins back and also asked for prayers for Tony Watson's mother.

Commissioner Reagan asked everyone to remember former employee Newell Bohanan who recently died.

Having no other comments received, the meeting was duly adjourned at 6:35 p.m.

APPROVED: _____
MAYOR

ATTEST: _____
CITY RECORDER