

**MINUTES OF  
CITY COMMISSION MEETING  
MONDAY, NOVEMBER 23, 2015, 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 Maples, Commissioner Ogle, City Manager Teaster, City Recorder Clabo, City Attorney Gass, and interested citizens.

Before the meeting, Mayor Wear recognized Marvelle Sewell for her work during trolley light tours over the last fifteen years.

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 Commissioner Brackins and second to motion by Commissioner Maples.

Mayor Wear asked if there were any comments from citizens.

No 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 unanimously approved to accept the bills as presented.

**Old Business**

There was no old business.

**New Business**

Discussion and consideration of bid to purchase envelopes for the Travel Planner from Brochure Distribution Services was presented for approval. Tourism Director Downey presented and recommended the purchase of 200,000 envelopes at a cost of \$17,986. On a motion by Vice Mayor McClure, second by Commissioner Ogle, it was unanimously approved to accept the request as presented.

Discussion and consideration of bid for repair of the stucco on the front of the Community Center from Tracy Matthews and Fred Boozer Painting was presented for approval. Parks and Recreation Director Wilbanks presented and recommended bid in the amount of \$33,640. On a motion by Vice Mayor McClure, second by Commissioner Maples, it was unanimously approved to accept the request as presented.

Discussion and consideration of an agreement with RecPro to provide management software for the Community Center was presented for approval. Parks and Recreation Director Wilbanks presented and stated that the contract would last five years with first year costing \$7,000 and each subsequent year in the amount of \$6,625. This will result in a savings over 5 years in the amount of \$33,500. On a motion by Commissioner Brackins, second by Commissioner Maples, it was unanimously approved to accept the request as presented.

Discussion and consideration of an agreement with Gresham Smith and Partners for continued CEI services at the Ripken Experience site was presented for approval. Jason Brady discussed and stated that the City could continue agreement with Gresham Smith as needed on an hourly basis until project is completed. On a motion by Commissioner Maples, second by Vice Mayor McClure, it was unanimously approved to accept the request as presented.

Discussion and consideration of bid to purchase uniforms for the Police Department from Read Uniforms was presented for approval. Police Chief Baldwin presented and noted that the anticipated cost of uniforms based on quantities purchased would be \$16,690. On a motion by Vice Mayor McClure, second by Commissioner Brackins, it was unanimously approved to accept the request as presented.

Discussion and consideration of Methamphetamine overtime contract for the Police Department was presented for approval. Police Chief Baldwin presented and stated that the contract would allow for up to 3 hours per officer per lab cap of overtime to be reimbursed pending availability of state and/or federal funds. On a motion by Commissioner Maples, second by Vice Mayor McClure, it was unanimously approved to accept the contract as presented.

Discussion and consideration to re-appoint Greg Nichols to the Tree Board was presented for approval. On a motion by Vice Mayor McClure, second by Commissioner Maples, it was unanimously approved to accept the recommendation as presented.

Manager's report included the following:

1. There will be a Beer Board meeting on Tuesday November 24, 2015 at 11:00 a.m. in the Council Room at City Hall.
2. There will be a Planning Commission meeting on December 8, 2015 at 3:00 p.m. in the Council Room at City Hall.
3. City offices will be closed Thursday and Friday November 26 and 27, 2015 to observe Thanksgiving Holiday.
4. Would like to have a work session on December 14, 2015 to discuss annual audit.
5. Would like to schedule IDB meeting on December 14, 2015 to present audit for approval.
6. A list of city streets has been paved and the cost is substantially lower than first estimated due to lower cost of petroleum. The street department would like to take the

additional funds and pave a few extra streets. The amount is approximately \$87,000. On a motion by Vice Mayor McClure, second by Commissioner Brackins, it was unanimously approved to accept request as presented.

Mayor Wear asked for comments from the board.

Vice Mayor McClure, Commissioner Brackins, Commissioner Maples, and Commissioner Ogle thanked John Wilbanks for years of service.

Commissioner Maples thanked everyone for participation with Winterfest kickoff and Community Night.

Mayor Wear and Commissioner Brackins wished everyone a Happy Thanksgiving.

Having no other comments received, the meeting was duly adjourned at 6:00 p.m.

APPROVED: \_\_\_\_\_  
MAYOR

ATTEST: \_\_\_\_\_  
CITY RECORDER