



CITY OF SPARTA
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AGENDA

BOARD OF MAYOR AND ALDERMEN

Thursday, November 21, 2024 - 5:00 PM
Sparta City Hall, 2nd Floor

1. Approval of the Minutes of the November 7, 2024 regular meeting.

ORDINANCES

2. Approve Ordinance No. 24-983, an ordinance to delete Title 16, Chapter 4, Section 405(3)(d) and to add Section 405(5) to the Sparta Municipal Code pertaining to parades.

PURCHASING

3. Authorized the solicitation of bids for the demolition of the vacant buildings at 321 E. Bronson and 211 W. Bockman Way.
4. Authorized the solicitation of bids for the replastering of the YMCA pool.
5. Authorize the solicitation of bids for the installation of the backup generator at the YMCA.

MISCELLANEOUS

6. Approve donation for Seeds of Hope
7. Department head Reports.
8. Other NEW business.
9. UNFINISHED business
10. Citizens Comments from Sparta Citizens (3-minute limit).
11. Adjourn.

The City of Sparta is an equal opportunity provider and employer.



MINUTES

November 7, 2024

The Board of Mayor and Aldermen of the City of Sparta, White County, Tennessee, met in a scheduled meeting at Sparta City Hall, at 5:00 PM on the 7th day of November 2024, with Mayor Jerry Lowery presiding.

Members Present

Vice-Mayor Bobby Officer
Alderman Jim Floyd
Alderman Hoyt Jones
Alderman Travis McBride
Alderman Judy Payne
Alderman Brent Young

Members Absent

Status of other city staff members were:

Tonya R. Tindle	City Administrator / City Recorder	Present
Dillard Quick	Public Works Director	Present
Caroline Sapp	City Attorney	Present
Nick Dunn	Police Chief	Present
Kirk Young	Fire Chief	Present
Mike O'Neal	Codes Enforcement	Present
Tonia Wilson	Finance Director	Present
Belva Bess	Electric Manager	Present

A quorum was present and notice had been previously mailed to all members and the news media. Mayor Lowery called the meeting to order. Travis McBride led a prayer and Bobby Officer led the Pledge of Allegiance by request of the mayor.

There was a motion by Alderman Payne with a second by Alderman Jones to approve the minutes of the October 3, 2024 regular called meeting which had been previously mailed to all board members and read by each member prior to the meeting. All voted "Aye" by voice vote. Motion passed.

There was a motion by Alderman McBride with a second by Vice-Mayor Officer to approve Resolution No.24-603, a Resolution to declare certain property owned or seized by the city to be deemed surplus to the city's needs and directing disposal of same. The board approved the 1994 Ford Ranger to be transferred to the Upper Cumberland Regional Airport. The roll call was as follows:

Alderman Floyd.....Yes
Alderman Jones.....Yes
Alderman McBride.....Yes
Vice-Mayor Officer.....Yes
Alderman Payne.....Yes
Alderman Young.....Yes
Mayor Lowery.....Yes
The motion passed.

There was a motion by Alderman McBride with a second by Vice-Mayor Officer to approve the low bid from W & O Construction for the upgrade to the Story Mountain Water Booster Station in the amount of \$366,376.00. The roll call was as follows:

- Alderman Floyd.....Yes
- Alderman Jones.....Yes
- Alderman McBride.....Yes
- Vice-Mayor Officer.....Yes
- Alderman Payne.....Yes
- Alderman Young.....Yes
- Mayor Lowery.....Yes

The motion passed.

There was a motion by Alderman Floyd with a second by Vice-Mayor Officer to approve the emergency repairs to the Peterbilt 320 garbage truck by Thompson Truck Group in the amount of approximately \$32,000.00. The roll call was as follows:

- Alderman Floyd.....Yes
- Alderman Jones.....Yes
- Alderman McBride.....Yes
- Vice-Mayor Officer.....Yes
- Alderman Payne.....Yes
- Alderman Young.....Yes
- Mayor Lowery.....Yes

The motion passed.

There was a motion by Alderman Young with a second by Alderman Payne to approve the hiring recommendation of Keith Volkens for the position of Truck Driver for the Sanitation Department. All voted "Aye" by voice vote. Motion passed.

There was a motion by Alderman Payne with a second by Alderman McBride to approve the Finance Directors financials. All voted "Aye" by voice vote. Motion passed.

There was a motion by Alderman Jones with a second by Alderman Floyd to approve the property tax change of assessments #23-545 to #23-550. All voted "Aye" by voice vote. Motion passed.

There was a motion by Alderman Payne with a second by Alderman Young to approve the application for the parade permit for the WCHS Baseball team 5K Turkey Trot on November 28, 2024. All voted "Aye" by voice vote. Motion passed.

The mayor declared the Board to be in session as the Beer Board.

There was a motion by Vice-Mayor Officer with a second by Alderman Payne to approve the application for an on-site beer permit for Justin Sklavenitis D/B/A Brothers Tavern located at 1 East Maple Street. All voted "Aye" by voice vote. Motion passed.

The mayor declared the session of the Beer Board closed.

Department heads placed their reports in the agenda and Aldermen asked questions.

There was a motion by Alderman Jones with a second by Alderman Floyd to approve the emergency purchase of a 2025 Peterbilt 520PB garbage truck in the amount of \$390,450.60 from Environmental Products Group Inc, with Sourcewell Contract #110223-LEG. This is deemed an emergency due to the main Peterbilt truck getting repairs that won't be completed till April 2025, and the backup truck waiting on a hydraulic pump and new hoses. The funds will come from the Equipment Fund. The roll call was as follows:

Alderman Floyd.....Yes
Alderman Jones.....Yes
Alderman McBride.....Yes
Vice-Mayor Officer.....Yes
Alderman Payne.....Yes
Alderman Young.....Yes
Mayor Lowery.....Yes
The motion passed.

There was a motion by Vice-Mayor Officer with a second by Alderman Payne to approve the volunteer firefighters' applications for Wyatt Cotton and Thomas Frazier. All voted "Aye" by voice vote. Motion passed.

No citizens comments were heard.

No additional items were discussed.

There being no further business, there was a motion to adjourn by Alderman Payne with a second by Alderman Young. All voted "Aye" by voice vote. Motion passed. The meeting was adjourned at 5:17P.M.

Read and approved this _____ day of _____, 2024

Jerry Lowery, Mayor

ATTEST

Tonya R. Tindle, City Recorder

AGENDA ITEM #2

AN ORDINANCE TO DELETE TITLE 16, CHAPTER 4, SECTION 405(3)(d) AND TO AMEND SECTION 405(5) OF THE SPARTA MUNICIPAL CODE PERTAINING TO PARADES	ORDINANCE #24-983
	Requested By: Mayor & Alderman
	Prepared By: City Administrator
	Approved as to form and correctness: _____
	(City Attorney)
	Passed 1 st Reading:
	Passed 2 nd Reading:
Minute Book	Page

WHEREAS, Title 16 of The Sparta Municipal Code needs to be updated to reflect changes in the parade permit and to further detail the scope of jurisdiction, operations, and functions of the parade ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Sparta, Tennessee that:

WHEREAS, Title 16, Chapter 4, section 405(3)(d), of The Sparta Municipal Code is amended by deleting existing Title 16, Chapter, 4 section 405(3)(d) in its entirety.

WHEREAS, Title 16, Chapter 4, section 405(5) of The Sparta Municipal Code is amended by adding:

16-405(5), "... for the following parades, but not excluding all others, Martin Luther King Day Parade, 4th of July Parade, White County High School Homecoming Parade, Veterans Day Parade and Rotary Club Christmas Parade.

Be it ordained by the Mayor and Board of Alderman of Sparta, Tennessee that:

The provisions of this ordinance become effective immediately upon adoption, the public welfare requiring it.

Passed 1st reading _____, 2024

Passed 2nd reading _____, 2024

AGENDA ITEM #3

The city owned vacant buildings located at 321 E. Bronson and 211 W. Bockman Way need to be torn down.

We need to get approval for the solicitation of sealed bids for both buildings.

AGENDA ITEM #4

The YMCA pool is approximately 30 years old. Kyle says after repeated repairs, it will be impossible to reopen next year.

We need to get approval for the solicitation of sealed bids for the replastering before spring.

AGENDA ITEM #5

The YMCA backup generator is still not installed. We are having a hard time getting an electrician to give up specs.

We need to get approval for the solicitation of sealed bids for the installation of the backup generator.

AGENDA ITEM #6

Seeds of Hope has asked for a donation.

Miscellaneous Information

Kirk's Notes November 7th thru November 21st

Calls:

Nov 8 th Medical	Oak Hill Dr
Nov 9 th Illegal Burn	2615 Sullivan Knowles Rd
Nov 9 th Hazmat	Roosevelt Dr @ Hwy 111
Nov 9 th Parade	
Nov 9 th Investigation	130 South Camp Heights
Nov 10 th Medical	323 Hillcrest Dr
Nov 10 th Medical	554 West Bockman Way
Nov 12 th Gas Leak	229 Gillen Dr
Nov 13 th Vehicle Fire	600 Vista Dr
Nov 13 th Medical	209 Lee St
Nov 14 th MVA	800 West Bockman Way

Totals:

Medical – 4
Illegal Burn – 1
Hazmat – 1
Investigation – 1
Gas Leak – 1
Vehicle Fire – 1
MVA – 1
Parade – 1

Other:



POLICE

CITY OF SPARTA



323 E. Bockman Way Sparta, TN
Phone (931) 836-3734
Fax (931) 836-3086

Nov Calls	305
Nov Reports	34
Nov Arrests	15
Nov Citations	75
YTD Calls	6438
YTD Reports	528
YTD Arrests	248
YTD Citations	978

LESO program- We received 1 Polaris Ranger, 1 Enclosed Trailer, 1 Golf Car, 1 Diesel Generator, 2 Portable K9 kennels, 100 First Aid Kits, 1 Hose Duct for ac unit, 2 Honda Generators, 100 Ammo Boxes, 150 Pairs of winter govles - total value approx \$65,797.

2007 Ford Five Hundred is in service as a spare.

Nick Dunn
Chief of Police

Public Works

November 21, 2024

WATER OPERATING

- Repaired 6 water line breaks.
- Repaired yards and roads due to water leak repairs.
- Water line locates per 811.
- Serviced equipment and trucks.
- Mowed and trimmed grass at water tanks.
- Ongoing cross connection and testing.
- Pulled water samples for state lab per TDEC.
- Helped in the garage.
- Resumed meter maintenance/replacement.
- Flushing water lines for water quality.
- Fire flow for new health dept. bldg.

WATER PLANT

- Bid opening for motor and story mountain pump station.
- Sludge is still an issue in lagoons.
- Reviewed plans for new flocculator plans.
- Traveled to New York to pick up generator for back-up power at water intake @ dam.

SEWER OPERATING

- Locates for contractors.
- Checked pump stations daily.
- Serviced underground pump stations.
- 7 sewer calls.
- Rework clean out on Bockman Way and on Ben Lomand Dr.
- Cleaned sewer lines on numerous locations for customers.
- New tap for Dollar General.
- Camera work continued by contractor on over 18,000 feet of sewer line for upcoming projects.
- Repaired manholes that were rattling due to opening up when camera work was performed.
- Maintenance on equipment.

SEWER PLANT

Maintenance on equipment.

Plant running as it should.

Still contracting out sludge to be hauled to Red Boiling Springs.

STREET DEPARTMENT

Mowing has stopped for season.

Closed down and winterized restrooms at parks.

Installing Christmas lights on Bockman.

Maintenance on city buildings.

Maintenance on trucks and equipment.

Traveled to Memphis to pick up new Sanitation truck.

Leaf pick-up has started and going as planned.

Started painting stop bars for streets.

Straighten flags due to wind from storms.

Built new wall for Senior Citizens due to Health Dept.

Installed new head wall on pipe inlet in Gillen.

Picked up trash along river bank at shop area.

Took down fence at old dog pound.

Worked on Sanitation trucks.

SANITATION

Maintenance on trucks.

Brush is picked up as calls come in.

Two road tractors are still hauling to Morrison.

Front load truck is down for new front end to be installed.

Back-up front load has hydraulic pump and cylinder problems.

Back-up road tractor transmission is at shop for estimate.

New front load truck was picked up last Wednesday and is running routes.

Dog Pound

Had interest in dogs on hand and someone took one home last week.

Advertising dogs on Facebook to adopt.

City Administrator Report

November 21, 2024

TDOT GRANTS

TDOT Multimodal Access Grant- Along the West side of North Spring Street from Bockman Way to Turntable Road

***Status change on this project since the November 7, 2024 meeting.

- Contract has been approved and signed by the City and TDOT.
- Working on NEPA and Section 106 Assessment
- Project Description – The proposed SR289/North Spring Street Sidewalk Enhancement Project will improve a 4,130-foot section of road between the intersection of SR289 and the intersection of SR1 and Turntable Road. This is Phase 1 of providing safe pedestrian travel from residential areas and businesses to medical facilities including dental offices, medical doctor's offices, and St. Thomas Highlands Hospital as well as White County High School, White County Middle School, Sparta YMCA/Recreational Complex, restaurants, convenient stores, and churches. Most of the proposed project section has no existing sidewalk. In the small portions of the sections that do, the sidewalks are deteriorating and are not ADA compliant. The proposal is to add curb, buffer, and sidewalk to this route, as well as ADA compliant ramps, crosswalks, and signalization to enhance pedestrian safety. Future Phase 2 of this project would extend the work of this phase north to St. Thomas Highlands hospital and doctor's offices at the intersection of SR 289 and Sewell Drive.
- Anticipated costs at this time ((TDOT - \$950,000.00 (95%)) ((City – at least \$50,000.00 (5%))
- **\$1,000,000.00 is maximum amount of grant, meaning that if costs increase above \$1,000,000.00, the city will have to pay the initial \$50,000.00 plus any amount over \$1,000,000.00.
- Request for Qualifications approved by TDOT and was sent out on January 27, 2023.
- Gresham Smith & Partners Engineering firm has been selected per the procurement process and contracts were signed at the July 15, 2024 meeting.
- Wisner Consultants have conducted the environmental survey.
- Design process in progress.
- Reimbursement #1 in process through egrants state portal.
- Design options submitted to Board for approval.
- Tech studies being finalized and awaiting NEPA approval from TDOT
- Meeting with Gresham in October regarding setting a date for a public meeting.
- Meeting with Gresham Smith November 7, 2024 regarding public meeting.
- Public Meeting set for January 30, 2025 at civic center @ 6pm.
- Anticipated completion date is Spring 2026.

2022 Community Development Block Grant (CDBG)

Communities Development Grant – Administered by UCDD

*** Status change since the November 7, 2024 meeting.

- Project Description – Perform smoke testing and closed-circuit television (CCTV) inspection of sewer lines and manholes, followed by rehab of identified sewer lines and manholes in three target areas, S. Carter Street, Highway 111 and Vista/ Drive Turntable Road.
- Budget (Total - \$884,000.00) (CDBG portion - \$600,000.00) (City portion - \$284,000.00)
- Smoke testing completed April 2023.
- CCTV camera bids opened August 10, 2023, to be approved at August 17 meeting.
- CCTV camera bid awarded to Pipeworks, LLC.
- Pre-construction meeting went well.
- Pipeworks, LLC has started camera work.
- Change order #1 to be approved for additional CCTV work.
- Pipeworks, LLC have completed the camera work.
- CCTV camera bids approval requested at November 7, 2024 meeting.
- CCTV camera bids to be opened July 31, 2024.
- Board to award low bidder Video Industrial Services, LLC contract.
- Contracts out to Video Industrial Services, LLC for signatures.

2024 Historic Preservation Grant

Historic Preservation Grant

***No Status change since the November 7, 2024 meeting.

- Project Description – Grant to help purchase property for a potential park expansion.
- Application completed.
- Awaiting invitation for interview.
- Interview was on April 9, 2024.
- Awarded \$650,000 grant for land preservation.
- Contract signed July 18, 2024

In-house Construction Projects

Lights for Carter Street Walking Trail

***No Status change since the November 7, 2024 meeting.

- Project Description – Purchase of twenty-nine (29) Decorative Lights and electrical supplies for Walking Trail improvements beginning at the Pedestrian Walking Bridge at South Carter Park and extending all along North Carter Street. The Public Works Department will extend the sidewalk Street from its termination point up to meet the end of North Carter Street. The Public Works Department and Electric Department will work together to install the lights.
- Project Cost – ((\$106,640.00 – lights (already purchased and delivered)) (est. \$5,000 – concrete)
- Completed on concrete light bases.

- Sidewalk formed and poured.
- Pole bases poured and ready for the wire to be pulled for lights.
- Electric Department pulled the wire and installed first set of lights.
- Tentative Completion Schedule – Fall 2024

Railroad Walking Bridge Rehab

***** NO Status change since the November 7, 2024 meeting.**

- The railroad timbers on the Railroad Walking Bridge need to be replaced due to much needed repairs. The city will install them. Sealed bids were approved and sent out with no replies.
- Redesigning of timber system to a concrete walkway undergoing evaluation.
- In contact with structural engineer regarding stamped design
- Tentative Completion Schedule – Winter 2024

Ymca Generator

***** Status change since the November 7, 2024 meeting.**

- We are asking the board for sealed bid proposals for installation.

Water System Hydraulic Study

***** Status change since the November 7, 2024 meeting.**

- The current water study we have was completed by Hethcoat and Davis Engineers in approximately 2008. TDEC is now requiring more information to install and upgrade our water lines. This study is necessary to keep our water lines up to date.
- Contract with Hethcoat & Davis Engineers to conduct study was approved at the November 7, 2024 board meeting.
- Gis and Electric gathering information needed for the study.
- Hethcoat & Davis completing study at this time.
- Study is approximately 65% complete at this time. Additional data collectors installed.

Taft Church Turn Signal

***** NO Status change since the November 7, 2024 meeting.**

- There is discussion with TDOT regarding installing a second left turn signal. The needed upgrades to the light are being evaluated and a cost estimate was sent to the State. TDOT is willing to work with us on the design and possible cost sharing.

Water Plant Flocculators Upgrade

***** No Status change since the November 7, 2024 meeting.**

- Contract with Hethcoat & Davis Engineers to design and bid the project was approved at the November 7, 2024 board meeting.
- Structural Engineers inspected water plant for design.

- Proposal has been submitted by Hethcoat & Davis.
- Process and Structural design completed.
- Electrical design in progress then will await TDEC design approval.
- Authorization of taking bids to Board for approval on November 7, 2024.
- Plans submitted to TDEC for approval, should be back by December 3, 2024.

Water Plant Sludge Belt Press

***** No Status change since the November 7, 2024 meeting.**

- Contract with Hethcoat & Davis Engineers to design and bid the project was approved at the November 7, 2024 board meeting.
- Design process has started.

Water Story Mountain pumps

***** Status change since the November 7, 2024 meeting.**

- Getting data regarding pump from manufacturers and finish specifications and calculations for submittal to TDEC for approval.
- Board authorized bid approval at November 7, 2024 meeting.
- Bids advertised and bid opening set for October 28, 2024 @ 2:00.
- W & O Construction awarded low bid, to be approved at November 7, meeting.
- Pre-construction meeting will be set for first of December.

Splash Pad Park

***** Status change since the November 7, 2024 meeting.**

- Gresham Smith & Partners engineers selected through RFQ process and their contract under evaluation.
- Allen Maples contracted to do the land survey required.
- Survey completed and meeting with Gresham Smith on Thursday 2/1/24 for design meeting.
- Demolition of old ball field completed.
- Gresham Smith contract approved by Board with amendments.
- Design team to set date for kick-off meeting.
- Had several meetings with Gresham Smith since August 30, 2024.
- Preliminary designs completed.

Street Paving

*** Status change since the November 7, 2024 meeting.

- Milling and paving are complete.
- Need to get quotes for striping.

Remaining roads will be evaluated for the next years paving schedule and an updated list will be made available as soon as it is completed.

Sewer

Consent Order

- September 17, 2022 - \$4,514.50 (25% of Up-front penalty) paid
- **3 Manhole Rehab project on S.R. 111 (\$60,000 to Norris Brothers) should count as Supplemental Environmental Project (SEP) and if counted, the city will not have to pay any additional Up-front penalty. The city is to notify TDEC when (SEP) is complete.
- September 19 and September 21, 2022 – Hethcoat-Davis submitted Overflow Reports to TDEC outlining extenuating and mitigating circumstances for review to possibly gain minimization or outright relief from the sewer availability moratorium.
- October 14, 2022 – Sewer Overflow Response Plan (SORP) was submitted to TDEC by Hethcoat-Davis. If initially approved, must be implemented by December 12, 2022. If modified, then must be implemented within 60 days of state approval.
- eMor- electronic Monthly Operating Report starts this month. Per Dillard, Fred Currier (Sewer Plant Manager) is working on this.
- November 10, 2022 meeting with TDEC with Hethcoat & Davis to go over Overflow Reports and possibly gain minimization or relief from the moratorium. Waiting response from TDEC.
- Mid-December, 2022 - Sewer Overflow Response Plan to be implemented if initially approved.
- December 14, 2022 – Collection System Corrective Action Plan/Engineering Report completed. It is a description of completed projects and future plans to correct problems and establishes timelines for both interim and permanent plans. (Must implement within 120 days of approval, expect mid-late 2023). City to notify TDEC of implementation date in writing. The city has 5 years to complete the corrective action plan (mid-late 2028).
- Annual Report due March 31, 2023 and March 31 each year thereafter.
- Mid-April, 2023 – Corrective Action Plan implementation expected.
- April 13, 2023 – Summary of Capacity, Management, Operations, and Maintenance programs (CMOM) has been filed with TDEC.
- May 26, 2023 – SEP verification submitted
- August 29, 2023 – CAP/ER and SORP approved. CMOM still under review.
- DL Every 30 Days – submit a report of each overflow and release reported to TDEC
- DL Before 12/27/2023 – at the time of initiation of CAP/ER – notify TDEC in writing
- DL 12/27/2023 – initiate actions outlined in CAP/ER
- DL 06/20/2027 – Achieve substantial compliance with the Permit – Consent Order closed.
- DL 08/29/2028 – CAP/ER scheduled activities completed within 5 years – TDEC notified.
- DL 02/25/2029 – final report to TDEC on completion of CAP/ER.

- Letter received from TDEC granting the City sewer credits to allow connections at the City's discretion.

Skateboard Equipment

- In process of relocating skateboard equipment. Sites being assessed.
- Applying for a BCBS Healthy Grant for new skateboard park.
- Grant will be awarded around November 2024.

Legal and Contracts

- Senior Citizens Building Lease agreement – Approved at February 15 meeting. Comments from Senior Board are needing review by Board.
- Subdivision Regulations updated from 1992 version. This is currently being reviewed by UCDD and going over monthly at Planning Commission Meetings.