

**BOARD OF MAYOR AND ALDERMEN (BMA)  
MINUTES FOR  
April 10, 2023**

The Board of Mayor and Aldermen of the City of Tullahoma, Coffee and Franklin Counties, Tennessee assembled at the Municipal Building, in Tullahoma, for a meeting on Monday, April 10, 2023, at 5:30 p.m. with Mayor Ray Knowis presiding and the following named members of the Board of Mayor and Aldermen: Jenna Amacher, Daniel Berry, Kurt Glick, Jerry Mathis, Derick Mann and Bobbie Wilson. All Board Members were present.

Mr. Kenney Pearson, Interim City Administrator; Mr. Stephen M. Worsham, City Attorney and Lori Ashley, City Recorder were present at the meeting.

Mayor Ray Knowis called the meeting to order.

The Invocation was said by Jim Woodard, and he led the Pledge of Allegiance.

City Recorder, Lori Ashley advised all members were present.

**COMMENDATIONS AND CERTIFICATES: N/A**

**PROCLAMATIONS, AWARDS AND SPECIAL PRESENTATION: N/A**

**SWEARING-IN CEREMONY:**

Administration of the Oath of Office by the Honorable Judge James F. Conley, Mrs. Beth Harrison, Tullahoma City School Board of Education occurred prior to the board meeting.

**COMMENTS FROM CITIZENS:**

Jaine Colley, 201 Yorktown Drive, stated that she moved to Tullahoma in 1994 with Wal-Mart Supercenter, in 1998 she opened the Assisted Living on Wilson Avenue as the Executive Director, and in 2013 she opened NHC on Cedar Lane as the Administrator. She has retired after 24 years and has traveled and consulted on new building projects throughout her career. She is experienced with new development and would appreciate the opportunity to serve on the TAEDC board.

Misty Damron, 110 Creekwood Lane, is interested in the open TAEDC board position. She was born and raised in Tullahoma and wants to be a part of the future growth. Her background is in process improvement, analytics, and data, and she believes her business development strengths would be a great asset. She would like to be the connection between the public and the private

sectors. It is important not only to create jobs in Tullahoma but also to keep local businesses here. Would love the opportunity to serve on the TAEDC board.

## **THE AGENDA WAS PRESENTED FOR APPROVAL**

A motion was made by Alderman Berry and seconded by Alderman Mathis to approve the agenda.

On roll call all members present voted aye and it was so ordered.

## **REPORTS FROM THE MEMBERS OF THE BOARD OF MAYOR AND ALDERMEN**

**ALDERMAN WILSON** – Ms. Bobbie Wilson stated that the Tullahoma Fine Arts Center will have the High School Spring Art Show Exhibit on April 20<sup>th</sup>, the Baillet Family exhibit is opening on April 13<sup>th</sup>, Dee Foster's exhibit is opening on May 5<sup>th</sup> with a reception and will run until May 27<sup>th</sup>, there are only 9 seats remaining for the Summer Arts Camp that will be held June 12 – 16<sup>th</sup> for kindergarten – 8<sup>th</sup> grade, South Jackson will hold auditions for Matilda on April 15<sup>th</sup>, on April 30<sup>th</sup> they will celebrate International Jazz Day, they are now taking registrations for Drama Camp to be held June 5 – 9<sup>th</sup>.

**ALDERMAN MANN** - Mr. Mann acknowledged and thanked Police Chief Williams, Interim City Administrator Pearson, and Dr. Stephens with the Tullahoma School Board for working together and getting a police officer in each school beginning April 3, 2023. It is now up The Board of Mayor and Alderman to budget for SROs and have them in place for the next school year. He attended a TAEDC meeting and an event at South Jackson.

**ALDERMAN AMACHER** - Ms. Amacher said she is also very excited about the SROs in all the Tullahoma schools. This will do more than just make our children feel safe, it will build a bridge between law enforcement and our youth. She shared some statistics she learned at the TML Conference regarding Tennessee population and sales tax revenues. She urged any business or non-profit to reach out if they need assistance.

**ALDERMAN BERRY** - Mr. Berry seconded all the praises for the SROs. He thanked the staff for taking the lead and working with the school board. We will be discussing it in upcoming budget meetings, but he is confident that the board will find a way to fund the SROs.

**ALDERMAN GLICK** - Mr. Glick echoed the sentiments on the SROs in all the schools and is so glad it happened sooner rather than later.

**MAYOR PRO TEM MATHIS** - Mr. Mathis stated he appreciated the SROs now he would like to see crossing guards at every location.

**MAYOR RAY KNOWIS** - Mr. Knowis stated he attended a TUA Board meeting and there was a bid opening on the Rock TN Building.

**CITY ATTORNEY** – No report to give, he will be addressing Item No. 23-68 later in the meeting.

**INTERIM CITY ADMINISTRATOR** – Mr. Kenny Pearson stated he was happy with how quickly they were able to place SROs in the schools. He thanked Chief Williams and all the employees at the police department, who have stepped up and made this work. He has been looking at different ways to fund the SRO's and keep them going. He attended a Chamber of Commerce Board Meeting this month. He has a list of projects for the upcoming budget. He has spoken with Verizon concerning another tower in Tullahoma. He and the Mayor have a letter prepared for Verizon and are currently working with his contact.

**CONSENT AGENDA:**

**ITEM NO. 23-63 – MINUTES OF THE MARCH 27, 2023, REGULAR MEETING AND PUBLIC HEARING.**

**ITEM NO. 23-64 – SET A PUBLIC HEARING AND FIRST READING FOR APRIL 24, 2023, ON THE ADOPTION OF THE REVISED 2011 TULLAHOMA COMPREHENSIVE PLAN.**

**ITEM NO. 23-65 – ACCEPT A GRANT AWARD OF \$1,500 FROM THE TENNESSEE DEPARTMENT OF AGRICULTURE'S 2022 ENHANCEMENT PROGRAM TO SUPPORT THE FARMERS MARKET TULLAHOMA.**

**ITEM NO. 23-66 – ACCEPT DELIVERY OF THE FISCAL YEAR 2021 AUDIT REPORTS.**

Mayor Knowis read the caption(s) for the Consent Agenda item(s).

A motion was made by Alderman Mann and seconded by Alderman Berry to approve the item(s) on the Consent Agenda.

On roll call all members present voted aye and it was so ordered.

**UNFINISHED BUSINESS:**

**ORDINANCE NO. 1592 - AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF TULLAHOMA, TENNESSEE, WHICH IS ORDINANCE NO. 1392, BY AMENDING ARTICLE V GENERAL PROVISIONS – SECTION 502 FENCE HEIGHTS REQUIREMENTS AND SECTION 404.A. INDOOR RECREATION USE IN CENTRAL COMMERCIAL ZONING DISTRICT,** for passage on second and final reading.

Mayor Knowis read the caption for Ordinance No. 1592 and stated the details could be found on page 19 of tonight's agenda.

A motion was made by Alderman Berry and seconded by Alderman Mathis to adopt Ordinance No. 1592.

On roll call all members present voted aye and it was so ordered.

**ITEM NO. 23-62 – CONFIRM THE APPOINTMENT OF PARKS AND RECREATION DIRECTOR AS RECOMMENDED BY THE INTERIM CITY ADMINISTRATOR.**

Mayor Knowis read the caption for Agenda Item No. 23-62 and stated that details could be found on page 25 of tonight's agenda.

Interim City Administrator, Kenny Pearson spoke about his recommendation to appoint Jesse Kraft to the position of Parks and Recreation Director.

A motion was made by Alderman Amacher and seconded by Alderman Mann to appoint Jesse Kraft to the position of Parks and Recreation Director.

A discussion ensued.

On roll call all members present voted as follows:

Aye(s): Amacher, Glick, Knowis, Mann, Mathis, Wilson  
Nay(s): Berry

The vote being six (6) aye(s) and one (1) nay(s); the motion passed, and it was so ordered.

**NEW BUSINESS:**

**ITEM NO. 23-67 – CONSIDER APPROVAL AND AUTHORIZE THE MAYOR TO SIGN A MEMORANDUM OF AGREEMENT BETWEEN TULLAHOMA UTILITIES AUTHORITY AND THE CITY OF TULLAHOMA, ALLOWING TULLAHOMA UTILITIES AUTHORITY THE USE OF CITY OWNED PROPERTY TO INSTALL EV CHARGING STATIONS.**

Mayor Knowis read the caption for Agenda Item No. 23-67 and stated that details could be found on page 35 of tonight's agenda.

A motion was made by Alderman Amacher and seconded by Alderman Mathis to approve Item No. 23-67.

Interim City Administrator Kenny Pearson stated that installation will occur in the parking lot located near the 100 block of SW Atlantic Street.

A discussion ensued regarding where the stations would be placed in the parking area.

On roll call all members present voted aye and it was so ordered.

**ITEM NO. 23-68 – CONSIDER A REQUEST TO DIRECT THE CITY ATTORNEY AND RECOMMENDED 3<sup>RD</sup> PARTY TO DETERMINE IF THE MUNICIPAL**

**TECHNICAL ADVISORY SERVICE (MTAS) DOCUMENT RETENTION POLICY WAS VIOLATED BY THE HUMAN RESOURCE DIRECTOR WHEN DISPOSING OF DOCUMENTS FOR SHREDDING. A REPORT OF THEIR FINDINGS AND RECOMMENDATION WILL BE GIVEN TO THE BOARD OF MAYOR AND ALDERMAN WHEN THE INQUIRY IS COMPLETED.**

Mayor Knowis read the caption for Agenda Item No. 23-68.

A motion was made by Alderman Mathis and seconded by Alderman Berry to approve Item No. 23-68.

City Attorney Steve Worsham stated that he has discussed this matter with District Attorney Northcott who has the bin of documents under lock and key and is conducting a criminal investigation relative to this matter. Mr. Northcott has asked that whatever the board chooses to do, they do in conjunction with his investigation, which Worsham believes to be appropriate. Worsham has spoken with a respective jurist in town that is retired and willing to do this for the city. His suggestion is that the city inform him of what they are looking for and let him perform his investigation without Worsham.

A discussion ensued.

A motion was made by Alderman Amacher and seconded by Alderman Glick to postpone Item No. 23-68 until after the criminal investigation is complete.

On roll call all members present voted as follows:

Aye(s): Amacher, Glick, Mann, Mathis, Wilson  
Nay(s): Berry, Knowis

The vote being five (5) aye(s) and two (2) nay(s); the motion passed, and it was so ordered.

**Item No. 23-69 - CONSIDER NOMINATIONS FOR THE MAYORAL APPOINTMENT OF MEMBERS OF THE CITIZENS EVALUATION COMMITTEE, AND ADVISORY COMMITTEE FOR THE HIRING OF A CITY ADMINISTRATOR.**

Mayor Knowis read the caption for Agenda Item No. 23-69 and stated that details could be found on page 42 of tonight's agenda.

Each Alderman nominated a committee member of their choice.

Alderman Amacher nominated Pam Bussell

Alderman Berry nominated Beverly Lee  
Alderman Glick nominated Jody Baltz

Mayor Knowis nominated Frank Glass

Alderman Mann nominated Chad Grimes

Alderman Mathis nominated Misty Damron

Alderman Wilson nominated Donna Bradford

Mayor Knowis informed the Board that there were fifteen applicants for the City Administrator position. Twelve are from out of state and three are from Tennessee. All applications have been emailed to each Alderman for review.

**ITEM NO. 23-70 – CONSIDER APPOINTMENT OF A QUALIFIED APPLICANT TO FILL A VACANCY ON THE TULLAHOMA AREA ECONOMIC DEVELOPMENT CORPORATION (TAEDC) FOR THE REMAINDER OF AN UNEXPIRED TERM ENDING ON JULY 26, 2026.**

Mayor Knowis read the caption for Item No. 23-70 and stated that the details could be found on page 43 of tonight's agenda.

Alderman Amacher nominated Misty Damron for the vacancy.

Alderman Berry nominated Janie Colley for the vacancy.

Alderman Glick nominated Misty Damron for the vacancy.

Mayor Knowis nominated Janie Colley for the vacancy.

Alderman Mann nominated Misty Damron for the vacancy.

Alderman Mathis nominated Misty Damron for the vacancy.

Alderman Wilson nominated Misty Damron for the vacancy.

Tallying of the votes resulted in Misty Damron receiving five (5) votes, and Janie Colley receiving two (2) votes.

And it was so ordered that Misty Damron will fill the vacancy of the unexpired term.

**ITEM NO. 23-71 – CONSIDER A REQUEST TO DIRECT THE CITY ADMINISTRATOR TO SCHEDULE BUDGET MEETINGS FOR DEPARTMENT HEADS TO PRESENT THEIR BUDGET TO THE BOARD OF MAYOR AND ALDERMAN FOR A QUESTION ANSWER PERIOD.**

Mayor Knowis read the caption for Item No. 23-71 and stated that the details could be found on page 53 of tonight's agenda.

A motion was made by Alderman Berry and seconded by Alderman Mann to approve Item No. 23-71.

Alderman Glick added to Item No. 23-71, stating that he would like the budget meetings to be televised by TUA.

On roll call all members present voted aye and it was so ordered.

**ITEM NO. 23-72 - CONSIDER A REQUEST TO DIRECT THE CITY ADMINISTRATOR TO ESTABLISH A UNIFIED EMAIL ADDRESS FOR CITIZEN COMMENTS THAT WILL AUTOMATICALLY EMAIL THE BOARD OF MAYOR AND ALDERMAN, THE CITY ADMINISTRATOR, AND DEPARTMENT HEADS, AND ESTABLISH PROCEDURES FOR STAFF TO RECEIVE, PROCESS, EMAIL, AND FILE ALL NON-ELECTRONIC COMMENTS.**

Mayor Knowis read the caption for Agenda Item No. 23-72, and he stated the details can be found on page 54 of tonight's agenda.

A motion was made by Alderman Amacher and seconded by Alderman Mann to approve Item No. 23-72.

A discussion ensued.

On roll call all members present voted aye and it was so ordered.

There being no further business to come before the Board of Mayor and Alderman at this time, the Board Meeting adjourned at 7:01 p.m.

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CITY RECORDER

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MAYOR