

MINUTES OF THE MARTIN BOARD OF MAYOR AND ALDERMEN

January 14, 2008 5:15 PM City Hall Chambers

BE IT REMEMBERED the Regular Meeting of the Board of Mayor and Aldermen for the City of Martin, Tennessee, was held Monday, January 14, 2008, at 5:15 pm in the City Hall Chambers, when the following was held to wit:

MEMBERS PRESENT: HONORABLE RANDY BRUNDIGE, MAYOR
HONORABLE DANNY NANNEY, ALDERMAN WARD I
HONORABLE BILL HARRISON, ALDERMAN WARD I
HONORABLE DAVID BELOTE, ALDERMAN WARD II
HONORABLE JOHNNY TUCK, ALDERMAN WARD II
HONORABLE TERRY HANKINS, ALDERMAN WARD III
HONORABLE RANDY EDWARDS, ALDERMAN WARD III

MEMBERS ABSENT: NONE

Also present: City Recorder Chris Mathis, Fire Chief Russell Schwahn, Police Chief David Moore, Community Development Director Kimberly Craddock, C. E. Weldon Public Library Director Roberta Peacock, Public Works Director Billy Wagster, Outstanding Young Leaders from Weakley County Leadership, and Members of the Press

CALL TO ORDER AND INVOCATION

Mayor Brundige called the January 14th meeting of the City of Martin Board of Mayor and Aldermen to order. Alderman Harrison gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Brundige led the group in the Pledge of Allegiance to our flag.

APPROVAL OF MINUTES

DECEMBER 10, 2007

Mayor Brundige introduced and presented for consideration the minutes of the December 10, 2007 meeting.

Alderman Nanney made the motion to approve the minutes of December 10, 2007 meeting as written seconded by Alderman Tuck.

VOTE: UNANIMOUS VOICE VOTE OF APPROVAL

OLD BUSINESS

SECOND AND FINAL READING AND PUBLIC HEARING OF ORDINANCE O2007-09: AN ORDINANCE AMENDING THE CODE OF THE CITY OF MARTIN, TENNESSEE BY PROVIDING FOR RAPID ACCESS KEY BOXES, SECURITY CAPS FOR THE USE OF THE FIRE DEPARTMENT IN TIMES OF EMERGENCY

Mayor Brundige introduced and presented for consideration the second and final reading of Ordinance O2007-09: An ordinance amending the code of the City of Martin, Tennessee by providing for rapid access key boxes security caps for the use of the Fire Department in times of emergency. This is the Public Hearing.

Recorder Mathis read the ordinance. A copy was provided for the board and press. A copy follows:

ORDINANCE O2007-09

AN ORDINANCE AMENDING THE CODE OF THE CITY OF MARTIN TENNESSEE BY PROVIDING FOR RAPID ACCESS KEY BOXES, SECURITY CONNECTION CAPS FOR THE USE OF THE FIRE DEPARTMENT IN TIMES OF EMERGENCY

WHEREAS, the automatic systems may cause the fire companies of the City of Martin, Tennessee to be summoned at a time when the building or business is not occupied or when the occupant is not able to provide entry for the fire departments; and

WHEREAS, the City of Martin Tennessee wishes to prevent damage through forceful entry to structures and provide swift entry into structures by the Fire Department; and

WHEREAS, by Ordinance make its fire code more restrictive than the Uniform Fire Code;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Martin Tennessee as follows:

SECTION 1. There is hereby established Fire Department Ordinance of the City of Martin Tennessee which shall provide as follows:

49-26.MANDATORY KEY BOXES FOR FIRE SUPPRESSION AND STANDPIPE SYSTEMS.

1. When a building within the City of Martin Tennessee is protected by automatic fire suppression or standpipe system it shall be equipped with a key box. The Key Box shall be at a location approved by the City of Martin

Fire Official. The Key Box shall be a UL type and size approved by the Fire Official. The cost of purchasing and installing, along with any cost associated with implementation of the program at a specific property, will be born by the property owner.

49-27.MANDATORY KEY BOXES FOR AUTOMATIC ALARM SYSTEMS.

2. When a building is protected by an automatic alarm system and/or access to or within a building, or an area within that building, is unduly difficult because of secured openings, and where immediate access is necessary for life saving or firefighting purposes, the City of Martin Tennessee Fire Official may require a key box to be installed at a location approved by the City of Martin Fire Official. The Key Box shall be a UL type and size approved by the Fire Official. The cost of purchasing and installing, along with any cost associated with implementation of the program at a specific property, will be born by the property owner.

49-28.KEY TAMPER BOX SWITCH.

3. The Fire Official may require a key box tamper switch connected to the building's fire alarm system. The cost of purchasing and installing, along with any cost associated with implementation of the program at a specific property, will be born by the property owner.

49-29.SECURITY PADLOCKS.

4. When a property is protected by a locked fence or gate and where immediate access to the property is necessary for life saving or firefighting purposes, the Fire Official may require a security padlock to be installed at a location approved by the City of Martin Tennessee Fire Official. The Padlock shall be UL type and size approved by the Fire Official. The cost of purchasing and installing, along with any cost associated with implementation of the program at a specific property, will be born by the property owner.

49-30.SECURITY CAPS.

5. When a building is protected by an automatic sprinkler system or standpipe system and the fire department connection is exposed to undue vandalism the Fire Subcode/Fire Official may require that a Fire Department Connection Security Cap(s) be installed. The Fire Department Connection Security Cap(s) shall be a type approved by the Fire Subcode/Fire Official. The cost of purchasing and installing, along with any cost associated with implementation of the program at a specific property, will be born by the property owner.

49-31. NON-APPLICABILITY TO CERTAIN DWELLINGS.

The term "Building" used herein means any building or structure located in the City of Martin, Tennessee, whether privately or publicly owned, including, without limitation, any building owned by the City of Martin Tennessee, or any other public, quasi-public, or private entity or person provided however that this chapter shall not apply to owner occupied one and two family dwellings.

49-32. RAPID RESPONSE KEY BOXES.

The rapid key boxes shall contain the following:

- a. Keys to locked points of egress, whether in interior or exterior of such buildings;
 - b. Keys to the locked mechanical rooms;
 - c. Keys to the locked elevator rooms;
 - d. Keys to the elevator controls;
 - e. Keys to any fence or secured areas;
 - f. Keys to any other areas that may be required by the Fire Subcode/Fire Official
 - g. A card containing the emergency contact people and phone numbers for such building;
- In addition, floor plan of the rooms within the building may be required.

49-33. TIME FOR COMPLIANCE.

All existing buildings shall comply with this ordinance one (1) year from its effective date. All newly constructed buildings, not yet occupied or buildings currently under construction and all buildings or businesses applying for a certificate of occupancy, shall comply immediately.

- (1) GENERAL PROVISIONS. The following structures shall be equipped with a key lock box at or near the main entrance or other location as required by the Fire Chief:
 - a. Commercial, retail or industrial structures protected by a automatic alarm system or automatic suppression system;
 - b. Multifamily residential structures that have restricted access through locked doors and have a common corridor for access to the living units; and
 - c. Governmental structures and nursing care facilities.

SECTION 2.

REPEALER

Any and all Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed to the extent of their inconsistency.

BE IT FURTHER RESOLVED that this resolution shall take effect from and after it s passage, **THE PUBLIC WELFARE REQUIRING IT.**

Date of First Reading _____

Date of Second Reading _____

Date of Public Hearing _____

ATTEST:

SIGNED:

Chris Mathis, CPA
City Recorder

Randy Brundige,
Mayor

PUBLIC HEARING

Mayor Brundige opened the public hearing for Ordinance O2007-09: An ordinance amending the code of the City of Martin, Tennessee by providing for rapid access key boxes security caps for the use of the Fire Department in times of emergency and asked if there was anyone present wishing to speak for or against the ordinance. No one spoke

Mayor Brundige closed the public hearing by asking for a motion.

Alderman Harrison made the motion to approve the second and final reading of Ordinance O2007-09: An ordinance amending the code of the City of Martin, Tennessee by providing for rapid access key boxes security caps for the use of the Fire Department in times of emergency, seconded by Alderman Tuck.

VOTE:	FOR:	HONORABLE NANNEY
		HONORABLE HARRISON
		HONORABLE BELOTE
		HONORABLE TUCK
		HONORABLE HANKINS
		HONORABLE EDWARDS
	AGAINST:	NONE
	ABSENT:	NONE

Mayor Brundige declared Ordinance O2007-09 approved on the second and final reading.

NEW BUSINESS:

TRANSFER OF SICK LEAVE FROM CAPTAIN DON TEAL TO C. J. TEAL

Mayor Brundige presented a letter from Captain Don Teal, Police Department, requesting to transfer sick leave time:

January 3, 2007

TO: Mayor and Board of Aldermen

RE: Transfer of Sick Leave Hours

Dear Sirs:

I am respectfully requesting that I be allowed to transfer a portion of my sick leave hours to C. J. Teal.

C. J. works for the City of Martin Public Works Department and is to have surgery on January 14, 2008. Due to the nature of his surgery, he will not physically be able to work during his recovery period. He does not have enough accrued sick leave hours to cover his time off.

I would greatly appreciate your consideration and favorable review of this request.

Sincerely,

Capt. Don Teal
Martin Police Department

Mayor Brundige asked how many hours of sick time would be transferred?

Chief Moore stated three weeks.

Alderman Harrison made the motion to approve the transfer of (up to) three weeks sick time from Captain Don Teal, Martin Police Department to C. J. Teal, Public Works Department, seconded by Alderman Tuck.

VOTE: UNANIMOUS VOICE VOTE OF APPROVAL

APPOINTMENT: MS. CARMEN PENDERGRASS TO THE CITY OF MARTIN TREE BOARD, TERM TO EXPIRE 12/31/2008

Mayor Brundige recommended the appointment of Ms. Carman Pendergrass to the City of Martin Tree Board with her term to expire 12/31/2008.

Alderman Belote made the motion to appoint Ms. Carman Pendergrass to the City of Martin Tree Board with her term to expire 12/31/2008, seconded by Alderman Hankins.

VOTE: UNANIMOUS VOICE VOTE OF APPROVAL

APPOINTMENT: MS. LINDA SADLER, REPRESENTING THE POLICE DEPARTMENT, TO THE CITY OF MARTIN INSURANCE COMMITTEE

Mayor Brundige recommended the appointment of Ms. Linda Sadler, representing the Police Department, to the City of Martin Insurance Committee.

Alderman Nanney made the motion to appoint Ms. Linda Sadler, representing the Police Department, to the City of Martin Insurance Committee, seconded by Alderman Belote.

VOTE: UNANIMOUS VOICE VOTE OF APPROVAL

DEPARTMENT HEAD REPORTS:

C. E. WELDON PUBLIC LIBRARY DIRECTOR ROBERTA PEACOCK

The Library's newsletter was included in the board packets. A copy is attached to the minutes. Director Peacock asked if there were any questions. No questions were asked.

FIRE DEPARTMENT

FIRE CHIEF RUSSELL SCHWAHN

The Fire Department's monthly reports were included in packets. A copy is attached to the minutes. Chief Schwahn asked if anyone had any questions. No questions were asked.

Chief Schwahn reported the department has received new excavation equipment. We have it in service and I invite all of you all to come by the fire station to see it.

The department has received a notice of receipt for grant monies from the Department of Homeland Security in the amount of \$49,000.00. We have filed a grant amendment on this and will know the outcome soon.

PUBLIC WORKS

DIRECTOR BILLY GENE WAGSTER

The Public Works Department's monthly reports were included in packets. A copy is attached to the minutes. Director Wagster asked if anyone had any questions. No questions were asked.

Update on S. Lindell Street Water Project: Director Wagster explained the city has basically finished the main waterline on S. Lindell Street. We still have the water testing process to complete and three tap installations to make. The completion of this line will allow Searcy Construction to work faster as they will not have wait on the city.

Update on Leaf pickup: Director Wagster explained we are picking up leaves only on request. As you all know the leaves fell all at once this year, which has made the pickup easier. I think in a couple of weeks we will stop running the leaf truck completely and only pick up bagged leaves.

POLICE DEPARTMENT

CHIEF DAVID MOORE

The Police Department's monthly reports were given to the board. A copy is attached to the minutes. Chief Moore asked if anyone had any questions. No questions were asked.

Chief Moore explained I sent a thank you letter to the Weakley County E911 Board thanking them for the equipment they provided for the police department. They gave us several thousands dollars worth of equipment, which has helped our department function more smoothly. If you all get a chance, please thank the people on the E911 Board for the new equipment.

Bids closed on new equipment for our radios, which will allow our School Resource Officers to talk to the office more proficiently. This will be purchased through grants from Homeland Security.

March 6, 2008 is the kick-off for the Citizen Police Academy. If you know anyone who is interested in the course please let me know.

Martin hosted the 2008 West Star Program's first session. Alderman Belote is chairman of this program. We loaned our Safety Bus to the West Star Program for an outing. The brakes got wet providing them with a little excitement nevertheless everyone reached their destination safely.

COMMUNITY DEVELOPMENT

DIRECTOR KIMBERLY CRADDOCK

Mayor Brundige explained the City has engaged The Buxton Group to conduct a retail marketing report that would match retailers with the city. Months of work have shown results in the form of spending habits and demographics of the residents within a five (5) mile range or fifteen minute drive time and these are only two of the tools the city expects to see throughout the contact with Buxton. The study has reached the final stage as information has been sent to the city that will show the best retail matches for recruiting into the area. Now, the city will need to take the results of the report and work toward contacting the suggested retail matches. This conference call is a part of the final stage and will allow the board to ask questions and Buxton to answer first hand.

CONFERENCE CALL WITH THE BUXTON GROUP:

Mr. Chas Stoker, the city's representative from Buxton, placed the conference call to the city.

Director Craddock explained the Board of Mayor and Aldermen are present for this call. We want you to explain the next step the city needs to take and we have a few questions we want to ask.

Mr. Stoker stated your next step is to contact your retailer matches and work toward a relationship with each. This is where the marketing packages come in handy. From here on out it is really selling your community and building a relationship with the retailer. We have given you the actual person you will need to contact. A lot of times the hardest thing to do is find the contact person. You need to remember that every single retailer is going to be a little different, as they will be looking for different things and you will have to contact the retailers personally to see what their needs are. After you have made contact and built your relationships the next step is to make appointments to meet with the retailer at the ICSC National Convention in Las Vegas. This is where a lot of the meetings are set up. Remember, Buxton will provide space for your meetings. Buxton has provided you with a list of contact communities, which have been successful recruiters. I would suggest you contact them to see how they responded to the report. These communities will be a very good insight because they have gone through the procedure.

Ms. Craddock asked were the list of retailers we received sent any information on the city?

Mr. Stoker responded no, but Buxton will send introduction letters to each retailer explaining that Buxton has matched them with the City of Martin. We will need your approval to do this. After the letter has gone out it will be up to the city to send information to the retailer. You will receive a copy of the letters we send.

Mayor Brundige gave the city's approval and asked is it best to see these retailers in person?

Mr. Stoker explained this would be very hard to do. If you can see them in person, yes it is always great. But, sometimes these retailers are located in New York or Los Angeles, which makes it hard. Your goal is to get in front of them but you definitely don't want to have your initial contact with them at the ICSC Conference. You need to have an appointment scheduled before hand. You have a lot of time to build your relationship with the retailers leading up to the conference. So, once you get to that point and you actually set appointments with them they are going to know everything about you. They are going to know all about your community and understand all of the information. So, hopefully you won't be going through the "meeting and greeting stage" at ICSC as you will have appointments set up and can actually start talking to them about coming to your community. This is the goal. I would not hesitate contacting them as soon as possible.

Alderman Belote asked what kind of contact should that be?

Mr. Stoker stated once we sent the letters of introduction to the actual contact person which is responsible for making decisions concerning real estate and location on behalf of that retailer I would recommend you make contact. The introduction letter creates a warm call situation for you as they are expecting your call and a lot of times anticipating your call because their job is to find

successful locations. The letter we have sent will explain that we have identified Martin, Tennessee as a successful location or as an excellent match for their specific customer. We do not put our company in the recruiting mix because we want our information to be factual. Any information Buxton has furnished you all to give retailers will be factual and they can believe every single bit of it.

Alderman Belote asked are you saying decisions are made at the conference?

Mr. Stoker stated for the most part yes. I think the goal is to get to that point. The majority of site selection decisions are made or proposed at this conference. Remember we can provide space for these meetings. One of the goals is to have all of the groundwork done so a decision can be made at conference time. But, I would say if you have not reached this point they will not say we have to make decision. The goal is to make as much contact as possible before the conference so you can set down and work a deal.

Alderman Belote asked who would you recommend attend the conference?

Mr. Stoker stated anyone who will work diligently to sell the City of Martin. Some cities send two and some send the whole Board. I would recommend sending someone who is ready to sell the community and can make a decision. This conference is not like most shows where you gather information. It is truly about selling your community. We have a web seminar the first of March that will help educate the communities for the conference experience. We will send you information on this. To accomplish anything at the conference you have to have appointments scheduled prior to conference time. The goal is to set up meetings with these people and if you don't have appointments you will probably not get to speak with them. These meetings usually run fifteen to thirty minutes so you need to be prepared to sell your community.

Alderman Belote asked do you have a recommendation on the best practice or approach in dealing with the retailers?

Mr. Stoker answered I would suggest you speak to other communities that have had success. They are out and about and I am not as I gather factual information and present it to patrons. Remember we will provide space for meetings at our booth, which is very effective and adds instant creditability to what you are doing and what you are talking about because you are meeting at the entrance standard of the retail world as well as the municipal world. Other than using our space and contacting other communities the most effective way is to get in front of these people. Typically the retailers set appointments by March of each year. The city will need to make the appointments through the company representatives.

Alderman Belote asked what are some standard incentives that we need to consider?

Mr. Stoker stated there are so many different ones. The great thing about having accurate information is it will cut out some of the incentives. What I would like to do is compile a list of incentives with explanations and email them to you. Also, I will contact one of our representatives Bill Shelton who was president of the Chamber of Commerce in Fort Worth, Texas and who actually helped us start the community program. He has a lot of knowledge on this topic. I will get the answers and email them.

Alderman Belote asked who would be in Covington on February 1st?

Mr. Stoker answered Mr. Richard King will be there. If any of you all were to attend, it would be great because he has a wealth of knowledge.

Mayor Brundige asked is there anything else we need to know on your end?

Mr. Stoker said no. I will get the letters of introduction out and send you a copy. This will put you on the right track to make contacts.

Mayor Brundige and Mr. Stoker expressed their thanks.

FEBRUARY MEETINGS ANNOUNCED

Public Works Committee - February 4, 2008
Informal City Board Meeting – February 5, 2008
Regular City Board Meeting – February 11, 2008
Invitation to Legislative Breakfast – February 15, 2008

1ST STATE BANK LEADERSHIP WEAKLEY COUNTY OUTSTANDING YOUNG LEADERS ANNOUNCED

Mayor Brundige recognized the First State Leadership Weakley County's Outstanding Young Leaders: Miss Amy Belote, Miss Rachel Coleman, and Miss Marianele D'Aprile, who are sophomores at Westview High School.

ADJOURN

Alderman Nanney made the motion to adjourn, seconded by Alderman Hankins.

VOTE: UNANIMOUS VOICE VOTE OF APPROVAL.

ATTEST:

SIGNED:

Chris Mathis, CPA
City Recorder

Randy Brundige,
Mayor

RB: CM/bh
Saved "January 14, 2008"