

# Carter County Commission

Minutes of:

Buildings & Grounds Committee

October 1, 2019 6:00 PM



**RECEIVED**  
10-9-19 2:12 pm  
*[Signature]*

## Members:

Ginger Holdren

Isaiah Grindstaff sitting in for Austin Jaynes

Dr. Robert Acuff

Randall Jenkins

Mike Hill

Ray Lyons – absent

Robin McKamey

Layla Ward - sitting in as previous Vice

Brad Johnson

Chairwoman

### I. Call to Order

The Buildings & Grounds meeting was called to order by the previous Vice Chairwoman Layla Ward at 6:01 pm.

### II. Approval of Agenda

A motion was made to approve the agenda by Mike Hill second by Randall Jenkins. Isaiah Grindstaff asked if the topic of the door access could be added to Old Business. Brad Johnson also asked to have the Project List added to Old Business. Vice Chairwoman Layla Ward asked that an addition be made. The motion with additions was unanimously approved.

### III. Approval of minutes

A motion was made to approve the September minutes by Dr. Robert Acuff second by Mike Hill. The motion was unanimously approved.

### IV. Public Comments

None

### V. Old Business

#### 1. Door Access – see attached list and sketches

Isaiah Grindstaff went over the list and sketches attached and explained the work on going. Some of the issues that have come about, things that can be handled by maintenance crew. Dr. Acuff asked if there was any further word from Reedy and Sykes about what is happening on the projects to go with the schematics that they provided. Mr. Johnson informed that no one was over the projects. Patty Woodby informed that committee that there was not enough funding in the budget to finish the courthouse security project. Mr. Grindstaff handed out a copy of the Court Security minutes from September – attached. Estimates have come in and are more than the budget allows.

### VI. New Business

#### Nominations for new Chair and Vice Chair

Randall Jenkins nominated Brad Johnson. Mr. Johnsons asked that his name be removed but thanked Mr. Jenkins.

Mr. Hill nominated Mr. Lyons and asked if he could do that with Mr. Lyons absence.

Mr. Jenkins the asked the members if they thought Mr. Austin Jaynes would be open to the appointment.

Mr. Hill asked previous Vice Chair Ward and Attorney Hardin if they had to elect officers this month or could it wait till Mr. Jaynes and Mr. Lyons were in attendance next month. They informed him that they could wait till next month. Mr. Jenkins asked Mr. Johnson if he would be Vice Chairman, Mr. Johnson declined. Mr. Jenkins stated that with the approval of the committee he would be interim Chairman until it could be revisited next month. Committee agreed. Committee did not vote. Mrs. Ward suggested that since they were waiting on electing a Chair, they could wait on the Vice Chair as well.

#### **Fire Inspection Discrepancies - attached**

Mayor Barnett presented the Fire Inspection Discrepancies list given to him by Fire Marshal Andy Hardin after an inspection on September 30. The discrepancies noted have either been taken care of or will be by the end of the week.

Dr. Acuff asked about the lighting in the back-employee parking lot that had been an issue because of the foliage around the adjoining property. Mayor Barnett stated that he had spoken to the owner of the property and she had agreed to let the county trim the brush but was concerned about the trees being cut. Brush was trimmed and the parking lot is now a lot brighter. Mayor Barnett is also going to speak with the owner about cutting brush behind the Parole Office, but this will include several large limbs that need to come down. He is hoping that the county will be able to cut the limbs without hiring someone else to do it. He also said that he thought that there is a need to have another light put in where the picnic table is at the back of the building, he asked if he could get an estimate to have one installed and bring it to the committee in November. Committee agreed that he should.

Mayor Barnett also passed out a letter (attached) to the committee about the repair of the floor in Trustee Randal Lewis' office. The repairs have been completed and paid for out of the Buildings & Grounds budget. He has made a request that the Buildings & Grounds committee ask the Budget committee to transfer the amount of \$8,574 from the Capital Improvements Fund back to the Buildings & Grounds Budget to pay for the capital improvements project. A motion was made by Brad Johnson, second by Mike Hill, to ask the Budget Committee to transfer said funds back to the Building & Grounds Committee budget. The motion passed unanimously. Ms. Ward stated that she would take this to the next budget meeting.

Mayor Barnett informed the committee that he and Brad Burke met with Kim Eggers last week to get ready for the transfer of the bills that will be paid out of finance from the Work Force Development, they want to be finished by November 1. Mr. Burke suggested that a line item be added to the Mayors budget and let the Buildings & Grounds committee be in charge. Ms. Eggers will be handing all contracts over to Mr. Burke. There are a couple of maintenance men there that could possibly be utilized through the courthouse. They are certified electricians and contractors that would be a tremendous asset to the courthouse. There was also concern about Northeast Community College and the building that they are in and what will happen when / if they ever leave, Mr. Hill informed the committee that their contract is through 2021. The impact that would have on the students in not only Carter County but also Johnson County and even North Carolina who come to Elizabethton but would not go so far as Blountville. Many students would not be able to make that distance. Questions were brought up by several committee members as to what the county can do to keep NECC where they are. Dr. Acuff informed the committee that the Tennessee Board of Regents has said that they can no longer invest money into a building that they don't own. He suggested that the members go over to the Blountville

campus and look at the difference. Mr. Hill informed that the overhead per student in the Johnson City and Blountville campuses are approximately \$50 per student, Elizabethton is \$500 per student. Patty Woodby asked what we can offer them to keep them in that building. Dr. Acuff mentioned a program that the Tennessee Board of Regents has that pays up to 90% toward building a new structure. The county would only have to produce 10%. It would have to be approved through the Nashville TBR office. Several members agreed that a new facility would be a boost to the community. A performing arts center would benefit the county. Mr. Jenkins asked if we could ask someone from NECC to come and speak and state what they would need. Ms. Holdren asked if there was a reason why they county couldn't sell the property to NECC. She was informed that the county didn't foresee the move out that is happening now. Mr. Johnson asked if we couldn't get an engineering firm to come in and give us an evaluation on the structure, what will the investment have to be in the building. Mr. Jenkins asked what that would cost. Estimate would be between \$10,000/\$15,000.

#### **VII. Adjournment**

A motion to adjourn was made by Mike Hill, second by Dr. Robert Acuff. The motion was unanimously approved. Meeting was adjourned at 8:55 pm.

# *Building & Grounds*

Courthouse door changes 801 E. Elk Ave

## 1st Floor

Door 1- Center post with crash bars

Door 4-Already planned door change center post and crash bars

Door 6-Adjust closer

Door 17-Adjust closer

Door 20-Needs Closer

Door 26-Needs center post and crash bars

Door 27-Needs handle hardware and closer

Door 28-Needs closer

Door 29-Needs closer

Door 30-Needs closer

Door 31- Already planned door change center post and crash bars

## 2<sup>nd</sup> Floor

Door 1-Adjust handle hardware

Door 2-Adjust door and closer

Door 13-Needs Closer

Door 14-Needs closer

Door15- adjustment and closer

Door 28- Already planned door change center post and crash bars

## 3<sup>rd</sup> Floor

Door 1-Needs center post and correct handle hardware

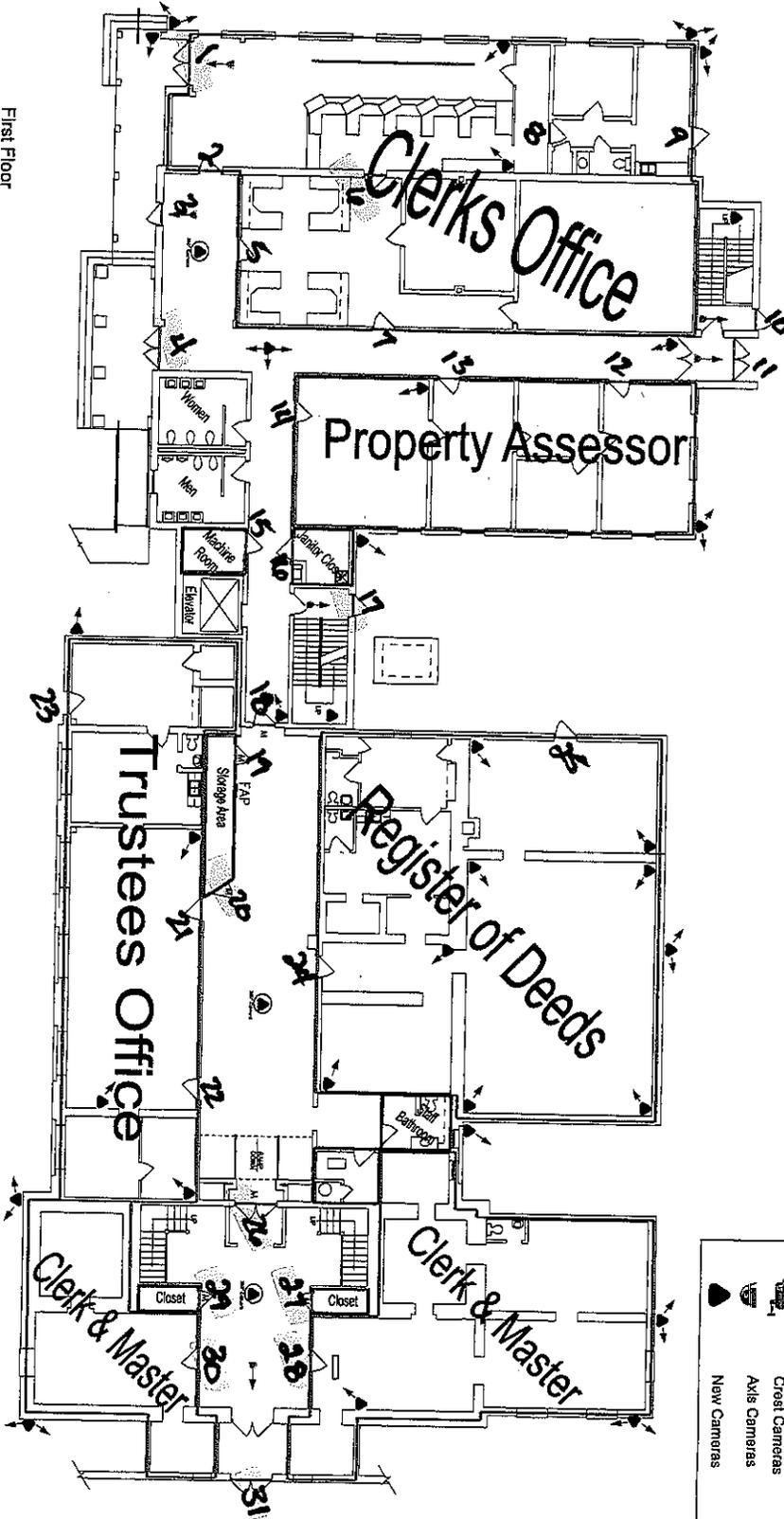
Door 2-Needs closer and handle hardware

Door 3-Needs closer and handle hardware

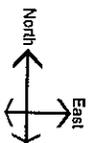
Door 5-Needs closer fixed

Door7-Needs closer

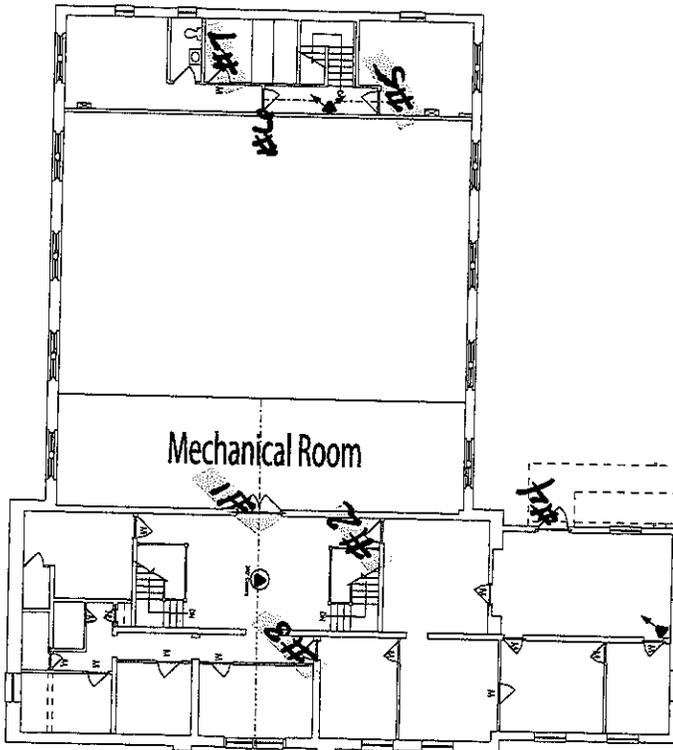
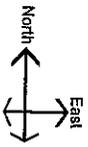
First Floor  
 Courthouse Security  
 Singular Point of Entry/ Exit  
 Version 2  
 8/24/17



Key	
	External Doors
	Internal Doors
	Mag Type Door
	Office Outlines
	Staff Area Outlines
	Crest Cameras
	Axis Cameras
	New Cameras

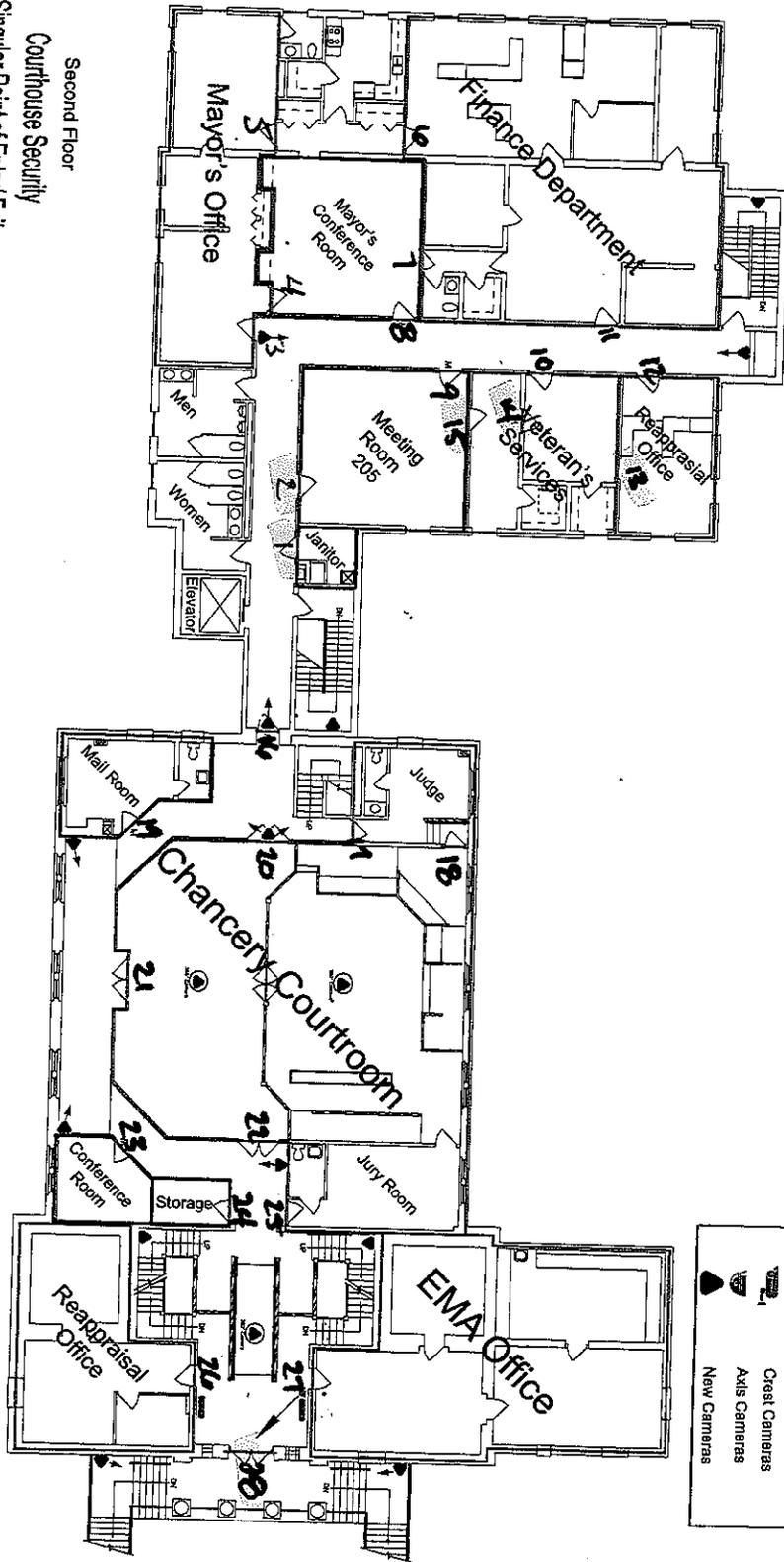


Third Floor  
 Courthouse Security  
 Singular Point of Entry/Exit  
 Version 2  
 8/24/17



Key	
	External Doors
	Internal Doors
	Mag Type Door
	Office Outlines
	Staff Area Outlines
	Crest Cameras
	Axis Cameras
	New Cameras

Second Floor  
 Courthouse Security  
 Singular Point of Entry/Exit  
 Version 2  
 8/24/17



COURT SECURITY MINUTES  
SEPTEMBER 18, 2019

The Court Security Committee met on September 18, 2019, in the Carter County Courtroom. The following members were present: Chancellor John Rambo, Sheriff Dexter Lunceford, Brad Burke, Finance Director, and Melissa Moreland, Clerk and Master, also present Joshua Hardin, County Attorney; Criminal Court Judge Stacy Street, Jarrod Ellis, Register of Deeds, Patty Woodby, County Commissioner, Sequia Shields, Trustee's Office, and Jay Cook, Planning.

The meeting was called to order by Chancellor Rambo, Chairman, at 11:45 a.m.

Motion to approve the minutes of the meeting held on September 18, 2019, was made by Sheriff Dexter Lunceford and seconded by Chancellor Rambo. Motion passed.

OLD BUSINESS:

1. AOC Court Security Grant Funding –Carter County received \$54,798.71 from the AOC Funding. Brad Burke reported that Carter County has \$51,936.61 as of August 30, 2019 in the Court Security Funding.
2. Lighting at the Justice Center – Sheriff Lunceford had pictures from the parking lot showing the lighting at night. Judge Stacy Street told the committee that he hadn't had any problems with the lighting. The matter was referred back to Building and Ground and no further action to be taken by this committee.
3. Parking lot shrubs and trees at the Old Courthouse – The Assessor of Property Office trimmed the brushes off of the pole light. However, one light doesn't burn. The Court Security Committee decided to request that the County Mayor and his custodial staff correct the burned out light and report to the Court Security Committee and to the Building and Ground on the status of lighting for the back parking lot. Motion by Chancellor Rambo and seconded by Sheriff Lunceford. Motion passed.

4. Security at the Planning Office – The committee agreed that the Court Security Committee has no authority to address security issues since the Planning Office is not in the Courthouse.

NEW BUSINESS:

1. Bids on Single Point of Entry – The County received four bids. Motion by Chancellor Rambo that this be presented to the Budget Committee for its consideration for additional funding that will be needed to cover the construction, as there is only \$104,085.00 left of the money appropriated. The bids are ranging from \$168,000.00 to \$177,500.00, and the Committee is not making any recommendation on source of funding or which contractor to award the bid. Seconded by Sheriff Lunceford. Motion passed.

Motion to adjourn by Sheriff Lunceford and seconded by Chancellor Rambo.

The committee adjourned at 12:15 a.m.

Submitted by Melissa Moreland, Committee Secretary

Approved by Chancellor John Rambo, Chairman *R*

# **FIRE INSPECTION DISCREPANCIES**

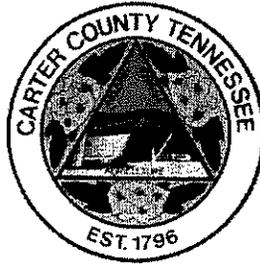
**30 September 2019**

**Carter County Courthouse**

On 30 September 2019, Fire Marshal Andy Hardin conducted an inspection of the Carter County Courthouse located at 801 E. Elk Avenue, Elizabethton, Tennessee. EMA Director Gary Smith accompanied Fire Marshal Hardin. The following discrepancies were noted during this inspection:

- **Maintenance Office (3<sup>rd</sup> Floor)**
  - Power strip plugged into extension cord. Cannot have a power strip plugged into an extension cord. Need to get a power strip with a longer cord
- **Car Parked in No-Parking Area Emergency at the Base of the Emergency Exit Stairs Leading from the 3<sup>rd</sup> Floor**
  - Move vehicles to legal parking spots
- **Batteries Bad in Emergency Exit Lights**
  - Main Court Entrance (West Side) of Courthouse
  - East Entrance to Courthouse (Stairwell across from Planning Office)
  - Outside Door of West Entrance beside door leading to County Clerk's Office. Exit sign is also loose and needs to be secured
- **Tag on Main Alarm Panel on 1<sup>st</sup> Floor**
  - Reads that there are two defective batteries and one defective smoke alarm
    - Need to verify if these discrepancies have been corrected
- **Electrical Room beside Main Alarm Panel**
  - This room is being used to store cleaning supplies & equipment. These items must be moved to ensure clear access to all electrical panels
- **Clerk & Master's Extra Office**
  - An extension cord has been strung up over the door way. This makes it a "permanent installation" under fire regulations. Need to remove the cord and have an authorized electrical circuit installed if needed in this location

801 E. Elk Avenue, Suite 201  
Elizabethton, TN 37643



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Rusty Barnett  
Carter County Mayor  
October 1, 2019

To: Members of the Buildings & Grounds Committee

We recently had to replace flooring along with carpet and tile in Trustee Randal Lewis' office. Sections of the subflooring had started buckling in sections of the floor. In another section of the floor, the subflooring had been damaged by water and had developed soft spots. Both of these issues, I felt, constituted an immediate need to replace the subflooring along with the carpet and tile as these problems could present safety hazards for our employees and the public. The previous flooring, carpet and tile were installed over 10 years ago using inmate labor from the prison. Upon inspecting the existing flooring, representatives of both flooring companies stated the subflooring appeared to be improperly installed as it was not properly tacked down to prevent buckling. The repair work has been completed and was paid for out of the Buildings & Grounds budget coming from the line item for maintenance and repair services to buildings (Line 335). I would like to respectfully ask the Buildings and Grounds Committee to request the Budget Committee transfer \$8,574.00 from the Capital Improvements Fund to the Buildings & Grounds Budget Line 335 – Maintenance & Repair Service – Buildings to repay the cost of this capital improvement project.

Sincerely,

Rusty Barnett  
Carter County Mayor