

# Carter County Commission



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## Minutes of:

### Buildings & Grounds Committee Zoom Meeting

September 1, 2020 6:00 PM

#### Members:

Chairman Austin Jaynes - present

Robert Acuff - present

Mike Hill - present

Brad Johnson - present

Ginger Holdren - present

Randall Jenkins - present

Sonja Culler in for Ray Lyons

Robin McKamey - present

#### I. Call to Order

The Building & Grounds Committee was called to order by Chairman Austin Jaynes at 7:35 pm. Chairman Jaynes handed the meeting to Vice Chairwoman Ginger Holdren.

#### II. Approval of Agenda

A motion was made by Mike Hill, second by Robert Acuff to approve the agenda.

Roll Call

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

The motion was unanimously approved.

#### III. Approval of minutes

A motion was made by Robert Acuff, second by Mike Hill to approve the August 2020 minutes.

Roll Call

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

The motion was unanimously approved.

#### IV. Public Comments

None

#### V. New Business

##### a. Paving at the planning office

Mayor Barnett presented the committee with an estimate (attached) from the Highway Department to pave and repair the drainage behind the Planning and Probation Buildings.

Brad Johnson made a motion to approve the drainage and paving in the amount of \$20,228 to be taken out of the general fund for the safety of the citizens going to the planning office. Chairman Jaynes asked if an amendment could be taken out of the money from the state for Covid. Ms. Culler questioned if this would meet the requirements for that money. Chairman Jaynes and Commissioner Isaiah Grindstaff explain to the committee that \$1mil of that money has had the restrictions removed. Mr. Johnson agreed to accept the amendment that the money should come from the Covid money. Robert Acuff second the motion with the amendment.

Roll Call

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

All in favor. The motion was unanimously approved.

## VI. Old Business

### a. Courthouse security update

Mayor Barnett informed that committee that he has a meeting in the morning for an update.

### b. Sluder property update

Mayor Barnett reported that the septic and water lines are in and the meter is set for water and should have electricity on in a week. Then should be able to start on the interior.

### c. ADA transition plan (Mr. Smith)

Mr. Smith reported he and Commissioner Holdren meet to go over the deficiency list to target the most needed projects. The target list includes widening the stalls in restrooms, changing the door handles and moving seats in the courtroom to make room for wheelchairs. Brad Johnson asked if removing urinals to make the stalls wider, the design requirements are we satisfying one requirement and failing another. Mr. Smith said that it is something that will have to be investigated before the modifications are made. Ms. Holdren asked if this were something an architect would have to be consulted. Mr. Johnson stated that an architect would have the requirements. Vice Chairwoman Holdren asked the committee if anyone had any thoughts about the other two items on the list they mentioned. The door handles are about \$100 per door. Mayor Barnett stated that he believes the Fire Marshall is going to start requiring the pull door handles instead of a round knob. Vice Chairwoman Holdren also explained that they would like to possibly take out one row of seats in each of the courtrooms to make room for wheelchair accessibility. Ms. Culler stated her approval. Mr. Jenkins asked if the plan were to take out a full row which would be about 10 seats or just a few seats to make room for one or two chairs. Vice Chairwoman Holdren stated that she believes the seats are connected and would not be able to be separated. Patty Woodby informed the committee that the seats are connected and were just refurbished. Mr. Johnson reminded Vice Chairwoman Holdren that it takes a certain amount of space to maneuver a wheelchair. People must be able to get around them and there must be room to turn the chair around. Vice Chairwoman Holdren asked if there was any way to move the audience section forward to make more room in the back of the room.

Ms. Woodby stated that the seats are screwed into the floor and there is a railing. Commissioner Grindstaff showed concern with moving the seating forward because of the safety to the judge and the defendant. You would still have to have a walkway between the railing and the front of the seating area. The committee agreed that \$15,000 would be put aside to start on the ADA projects but we need to think about some of the larger projects that will need to be done. Isaiah Grindstaff asked if part of the Covid money could also be used to do some of the larger projects. Brad Burke spoke about this, but Ms. Holdren will check with Mr. Burke about this, and bring it back to the committee. Mr. Smith wanted to thank the committee and Vice Chairwoman Holdren for coming out and working with him on this.

**d. County Archive Department**

Commissioner Jaynes informed the committee that he was receiving information from architects, asked advice from the members on who should be selected. As of now we do not know what space we have that can be used for the Archive. Mr. Johnson suggested that the committee get the AE selected and then let them handle it. Mayor Barnett does not have a proper floor plan to lease space. He is the targeted contact for anyone who wants to lease space. Hard for him to know what he has available. Vice Chairwoman Holdren asked Chairman Jaynes if that is something that will be accomplished this month. Chairman Jaynes stated, yes, he sent around the information from the architects. He will make sure that everyone receives their proposals. One was from Knoxville, one from Asheville, the others are local. Only Shaw and Shanks submitted a proposal and showed up to the opening. Mr. Johnson informed the committee that he believed Shaw and Shanks would be a good choice. They are presently the company of choice for the City of Johnson City and the Johnson City School Board.

Chairman Jaynes said he would send the info he has received around to all members. Mr. Hill informed the committee that he spoke to Danny Ward a school board member, and he expressed interest in a portion of the Northeast State Building. Can we place them on the agenda for next month? Chairman Jaynes met with Dr. McAfee and he was excited about the use of a portion of the building. Chairman Jaynes asked them to put together a plan to see what they needed and one of the things they spoke about was making a centralized location for some of the vocational classes. They will need to be put on next months agenda. Mr. Johnson expressed the need to have the AE on board before we do anything else. Brad Johnson made a motion to contact Shaw and Shank for the AE firm for the Workforce Development site and other projects in the county. Austin Jaynes second the motion.

Roll Call

Randall Jenkins – yes

Mike Hill – yes

Robert Acuff – yes

Brad Johnson – yes

Austin Jaynes – yes

Ginger Holdren – yes

Sonja Culler – yes

Robin McKamey – yes

All in favor. The motion unanimously passed. Chairman Jaynes will contact them and give them Mayor Barnett's contact information.

**e. Building and Ground supervisor**

Vice Chairwoman Holdren stated that she has been working on the job description, but the list is not complete yet. She stated that she would send out what she has tomorrow. She

stated that some of the requirements are as follows: a facility maintenance supervisor, which includes everything from planning, prioritizing, supervising others, communicating with the AE firm, looking over the building and remodeling projects, being in charge of cleaning, maintenance, preventative maintenance. Mr. Johnson stated that he believes those are exactly then skills needed, along with structural knowledge. Mayor Barnett stated that he has an employee already on payroll that will fit the position perfectly. Vice Chairwoman Holdren stated that she is trying to put the list together without someone in mind. Mayor Barnett also wanted to point out that the person he is speaking of proves himself every day. Mr. Johnson stated that we can hire from within, but we still have to have the list of requirements for that hire. Then if it must go outside the requirements are ready to be posted. Mayor Barnett asked Attorney Hardin who makes that decision. Attorney Hardin stated that it would be through the mayor's office. Ms. Holdren asked if the new supervisor would not be under the Buildings & Grounds committee. Attorney Hardin stated that the Buildings & Grounds committee only meets once a month. He would need to have someone to meet with daily if needed. Ms. Holdren stated that she thought this position would be more like the director of the landfill. He has the authority to make decisions without having to go to the committee to ask for permission for everything they do.

**f. Northeast State contract**

Mayor Barnett informed the committee that nothing has changed. They have paid the lease through June. He still believes that he is behind giving them help with the lease or giving them a portion of the building. Chairman Jaynes asked the committee to weigh in on this so that we do not have to keep it on the agenda each month. He is all for negotiating the lease with Northeast State but the county retaining the asset, especially if the county schools would like to use a portion of the property. Mayor Barnett believes that there is plenty of room for both Northeast State and the county system. Mr. Jaynes believes this as well but is not wanting to get into a situation where we give a portion of the property to NESCC and then having to lease it back for the county school. Mr. Hill reminded the committee that if NESCC owned a portion of the property the Board of Regents would be able to make an investment into the property. The architect on staff will be a great asset. Mr. Jaynes stated that another option is for them to give the county a list of what they want and need and sign a 10-year lease and pay for it out of the lease. But that would give them what they want and need and allow the county to keep the property. Dr. Acuff wanted to express, while being in the Board of Regents system for 40 years, they will not invest more money into the building. We will not get the opportunities that they have designed in Blountville. They will not invest in buildings that they do not own. Having an AE firm on board is going to show us how much this property is going to cost the county. Getting rid of a portion may be the best option. Vice Chairwoman Holdren expressed concern about college students and high school students being in the same building and if there was a legal issue with that. Mr. Hill reminded the committee that Dr. Bullock last month hinted that there would be more options if NESCC owned a portion of the property.

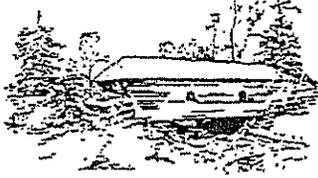
Vice Chairwoman asked Mr. Jaynes if the warehouse behind the school became open recently and if the committee needed to discuss what needed to be done with it. Mr. Jaynes stated that yes it did and asked if it could possible be used for the Courts storage. Ms. Woodby stated that they just filled up another room. Mr. Jaynes stated that with some storage system could be purchased. The building is about 5000 sq. ft. Ms. Woodby asked if it was secured with locks because they had to have a secure location for evidence that is kept forever.

**VII. Commissioner Comments**

Attorney Hardin stated that he did a title search for the Carter at Main. Is it going to move forward or what is the status on the purchase? Mayor Barnett is obtaining the appraisal. Attorney Hardin informed the committee that there is no tax lien, about \$500,000 worth of mortgages, that is a few years old so its probably been paid down some. The taxes are current, city and county. The city of Elizabethton just approved the closure of the road that connected Second street to Elk Ave. The tax appraisal is \$542,000, it about 3.3 acres. Deed issues are not a problem.

**VIII. Adjournment**

A motion to adjourn was made by Austin Jaynes, second by Robert Acuff. The motion was unanimously approved.



**CARTER COUNTY HIGHWAY DEPARTMENT**

1246 STATELINE ROAD  
ELIZABETHTON, TN 37643



ROGER COLBAUGH  
SUPERINTENDENT

OFFICE: (423) 543-2331  
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**ESTIMATE FOR PAVING PLANNING OFFICE PARKING LOT**

**8-31-2020**

EXCAVATION, GRADING AND DRAINAGE WORK	\$3,000.00
303-D STONE ( IF NEEDED ) 88 TONS @ \$31.00 A TON =	\$2,728.00
411-E ASPHALT MIX, 145 TONS @ \$100.00 A TON =	\$14,500.00
TOTAL =	\$20,228.00

ROGER COLBAUGH

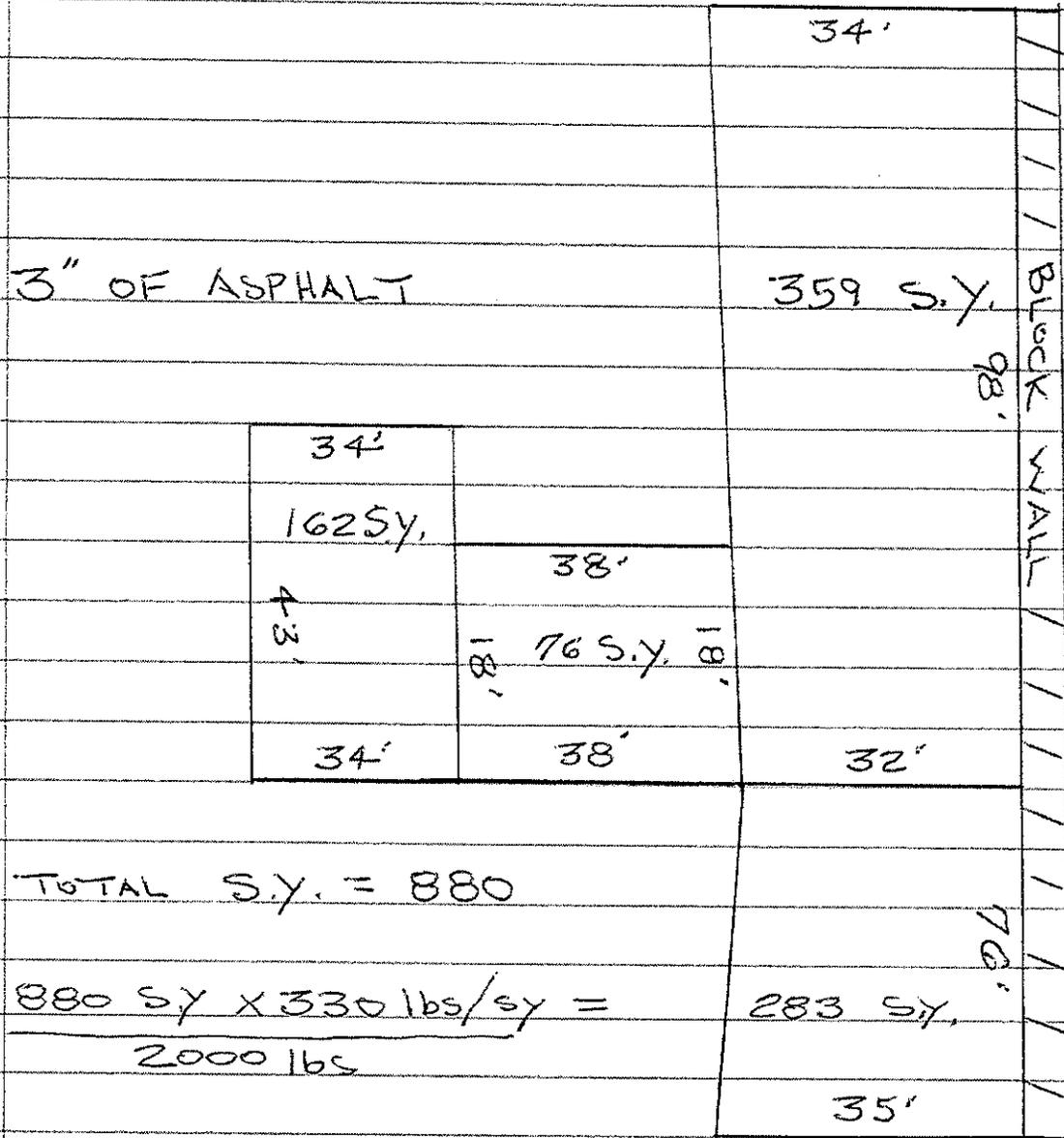
CAO

PLANNING OFFICE

PARKING LOT

8-31-2020

3" OF ASPHALT



TOTAL S.Y. = 880

$$\frac{880 \text{ S.Y.} \times 330 \text{ lbs/S.Y.}}{2000 \text{ lbs}}$$

283 S.Y.

145 TONS OF 4 1/2" E" MIX ASPHALT