

**BOARD OF MAYOR AND ALDERMEN (BMA)  
MINUTES FOR  
September 11, 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, September 11, 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, Derick Mann and Bobbie Wilson. Jerry Mathis was absent.

Mr. Jason Quick, City Administrator; Mr. Stephen M. Worsham, City Attorney; Mrs. Sue Wilson, Finance Director; Mr. Charles Rush, Interim Planning Director; and Mrs. Lori Ashley, City Recorder were present at the meeting.

Mayor Ray Knowis called the meeting to order.

The Invocation was said by Tim McGehee, and he led the Pledge of Allegiance.

City Recorder Lori Ashley called the roll.

**COMMENDATIONS AND CERTIFICATES: N/A**

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

**COMMENTS FROM CITIZENS:**

Jason Jones, 804 Westwood Drive, gave support and feedback to Item No. 23-163, establishing guidelines for Food Truck Vendors.

Chase Matheson 104 W Hogan, spoke to the board about “Shredder gate” and the settlement it has led to, and concerns of citizens.

Hunter Trimble, 107 Kings Place, spoke to the board regarding restrooms and concessions at the soccer fields.

Jessica Fogerty, 2316 Ovoca Road, spoke to the board in favor of the restrooms at the soccer fields.

**THE AGENDA WAS PRESENTED FOR APPROVAL**

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

A motion was made by Mayor Knowis and seconded by Alderman Amacher to move the Beer Board Meeting to the beginning of the meeting prior to the Consent agenda.

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

A motion was made by Alderman Berry and seconded by Alderman Amacher to add election of Mayor Pro Tem to the agenda.

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

A motion was made by Alderman Berry and seconded by Alderman Mann to approve the agenda as amended.

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** – Attended the Coffee County Fair. She invited everyone to “The Gathering” being held on September 16<sup>th</sup> @ 5 p.m. This will be held at the Coffee County Raider Academy.

**ALDERMAN MANN** – Met with the Charter Revision Committee for our first review of the updated Charter. He invited the citizens to email with any suggestions or input on this important process. With today being 9/11, he thanked and acknowledged our Tullahoma Police Officers, our Fire Fighters, and all first responders for the job that they do, they are very appreciated.

**ALDERMAN AMACHER** – Echoed the sentiments of Alderman Mann, she thanked all first responders. Encouraged everyone to attend the Governors Conference being held September 18-19<sup>th</sup>. Had a noise complaint about construction at 5 am, the board may want to consider adding this to the noise Ordinance. Just wanted to clarify that regarding the “Shredder gate” documents, the board never asked for those documents to be put in the control of law enforcement. Asked that everyone make appearances at our City Schools and volunteer.

**ALDERMAN BERRY** – Echoed other Alderman’s sentiments on today and what it means, we remember the victims of that day, and that we are all Americans. Busy and proud of his Bel-Aire Bees he is coaching.

**ALDERMAN GLICK** – Echo sentiments in favor of the soccer facilities. Emotional morning watching the coverage on TV regarding 9/11.

**MAYOR RAY KNOWIS** – Echoed the sentiments of 9/11 and the impact it had. The Stair Climb Event this past Friday was a great way to recognize and remember. Passed out Board Appointments for the year (attached). All appointments stayed the same with one minor change, Alderman Mathis cannot always attend the Coffee County Consolidated Communications Committee and he has asked Alderman Mann to serve as an alternate. Our CPDC Committee has had two members resign. He encouraged citizens to apply for this committee.

Mayor Knowis asked for nominations for Aldermanic Representative to the Planning Commission.

Alderman Berry nominated Alderman Wilson.  
Alderman Amacher nominated Alderman Mann.

On roll call all members present voted as follows:

Alderman Amacher voted for Alderman Mann  
Alderman Berry voted for Alderman Wilson  
Alderman Glick voted for Alderman Mann  
Alderman Knowis voted for Alderman Mann  
Alderman Mann voted for Alderman Wilson  
Alderman Wilson voted for Alderman Wilson

The vote being three (3) votes for each candidate, there was a tie. Alderman Mann withdrew his name, and it was so ordered that Alderman Wilson as a member of the Planning Commission.

Mayor Knowis asked for nominations for Mayor Pro Tem.

Mayor Knowis nominated Alderman Mathis.  
Alderman Berry nominated Alderman Mann.  
Alderman Wilson nominated Alderman Amacher.

On roll call all members present voted as follows:

Alderman Amacher voted for Alderman Amacher  
Alderman Berry voted for Alderman Mann  
Alderman Glick voted for Alderman Amacher  
Alderman Knowis voted for Alderman Mathis  
Alderman Mann voted for Alderman Mann  
Alderman Wilson voted for Alderman Amacher

The vote being three (3) votes for Amacher, two (2) votes for Mann, one (1) vote for Mathis, it is so ordered that Alderman Amacher is the Mayor Pro Tem.

**CITY ATTORNEY** – Mr. Worsham met with the Charter Revision Committee. Would like to meet with Ralph Graham next week with the Planting design for Revitalizing Downtown.

**CITY ADMINISTRATOR** – Mr. Quick stated he met with all Department Heads setting up lines of communication. Participated in the Developmental Advisory Committee, had a couple of meetings with the Chamber of Commerce, Charter Revision Committee, the 9/11 Stair Climbing Event, a ribbon cutting event for the new Laundry Service, Rotary Meeting at Lakewood, Volunteered for the Reading Buddies Program, and toured both Fire Departments today. Journey to the Heart concert will be held this Friday. Saturday and Sunday we will be hosting 2 grand slam baseball tournaments with over 30 teams participating. Frank Mullins League began Saturday with over 1300 attendees.

**CONSENT AGENDA:**

**Item No. 23-156 – Minutes of the August 28, 2023, Regular Meeting and Public Hearing.**

**Item No. 23-157 – Request to approve a Permit Request for Special Event Signs in the Public Way for the Highland Rim Kiwanis Club 41A Festival and waive all permit fees.**

**Item No. 23-158 – Request to approve a Permit Request for Special Event Signs in the Public Way for the Tullahoma Community Pride Foundation “Flip the Switch to Light the Christmas Tree” event and waive all permit fees.**

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

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

**UNFINISHED BUSINESS:**

**Ordinance No. 1603 – An Ordinance to amend the zoning map of the City of Tullahoma, Tennessee, as set forth in the Tullahoma Municipal Code, which is Ordinance No. 1392, to re-zone parcels located at 100 Block of New Rock Creek Road on 2.85 acres from General Commercial (C-2), to Neighborhood Commercial (C-3) zoning district, for passage on the second and final reading.**

A motion was made by Alderman Berry and seconded by Alderman Glick to approve Ordinance No. 1603.

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

**NEW BUSINESS:**

**Ordinance No. 1604 – An Ordinance to amend the zoning map of the City of Tullahoma, Tennessee, as set forth in the Tullahoma Municipal Code, which is Ordinance No. 1392, to re-zone parcels located at 409 E Warren Street from General Commercial (C-2) to Neighborhood Commercial (C-3) zoning district, for passage on the first of two readings.**

A motion was made by Alderman Berry and seconded by Alderman Mann to approve Ordinance No. 1604.

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

**Ordinance No. 1605 – An Ordinance to amend the zoning map of the City of Tullahoma, Tennessee, as set forth in the Tullahoma Municipal Code, which is Ordinance No. 1392, to re-zone parcels located at E Lauderdale St (Coffee County 124N, Group C, Parcel 014.00) from General Commercial (C-2) to Neighborhood Commercial (C-3) zoning district, for passage on the first of two readings.**

A motion was made by Alderman Berry and seconded by Alderman Mann to approve Ordinance No. 1605.

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

**Ordinance No. 1606 – 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 601 Home Occupations Requirements and Section 403.B. Residential Districts uses permitted upon review (11) Home Occupations, for passage on the first of two readings.**

A motion was made by Alderman Berry and seconded by Alderman Amacher to approve Ordinance No. 1606.

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

**Resolution No. 1968 – A Resolution to amend the FY24 operating budget to formally replace the appropriated fund balance with grant funding.**

A motion was made by Alderman Berry and seconded by Alderman Wilson to approve Resolution No. 1968.

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

**Resolution No. 1969 - A Resolution to amend the Purchasing Policies and Procedures of the City of Tullahoma, Tennessee.**

A motion was made by Alderman Berry and seconded by Alderman Wilson to approve Resolution No. 1969.

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

**Item No. 23-159 – Consider approval of authorizing the purchase of the Omni-Court Software for the City Recorder’s Office in the amount of \$22,298.**

A motion was made by Alderman Berry and seconded by Alderman Wilson to approve Item No. 23-159.

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

**Item No. 23-160 – Consider approval of a Professional Service Agreement in the amount of \$3,600 with Banc Card of America to implement a credit card processing system in the City Recorder’s Office and Parks and Recreation Department.**

A motion was made by Alderman Berry and seconded by Alderman Wilson to approve Item No. 23-160.

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

**Item No. 23-161 – Consider approval of directing staff to draft an Ordinance developing a Street Cut Permitting Process modeled after the City of East Ridge.**

A motion was made by Alderman Glick and seconded by Alderman Berry to approve Item No. 23-161.

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

**Item No. 23-162 – Consider approval of retaining an additional attorney who specializes in Tennessee municipal planning and zoning regulations and instruct staff to advertise for the position and accept applications.**

A motion was made by Alderman Berry and seconded by Alderman Mann to approve Item No. 23-162.

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

**Item No. 23-163 – Consider approval of directing staff to draft an Ordinance establishing guidelines for Food Truck Vendors.**

A motion was made by Alderman Berry and seconded by Alderman Glick to approve Item No. 23-163.

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

**Item No. 23-164 – Consider approval of directing staff to schedule a Joint Study Session with the Board of Mayor and Alderman, Planning Commission, and Community Plan Development Committee to complete the 2040 Revised Plan.**

A motion was made by Alderman Berry and seconded by Alderman Mann to approve Item No. 23-164.

Alderman Berry withdrew his motion.

A motion was made by Alderman Amacher and seconded by Alderman Berry to schedule a Special Call Meeting on October 2<sup>nd</sup> at 4:30 p.m. with the Board of Mayor and Alderman, the Planning Commission, and the Community Plan Development Committee to discuss Sign Ordinances, Moratorium, and Impact Fees. The CPDC will give the board an update on the 2040 Plan at this meeting.

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

**Item No. 23-165 – Consider approval of directing staff to determine if the City of Tullahoma can move the municipal Board of Mayor and Alderman, Board of Education, and Judge elections from August to November with the state and federal elections.**

A motion was made by Alderman Berry and seconded by Alderman Mann to approve Item No. 23-165.

City Attorney Worsham stated that these changes were discussed at the Charter Revision Meeting and can certainly be a change made to the Charter as long as State Law allows it.

A discussion ensued.

On roll call all members present voted as follows;

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

The vote being five (5) aye(s), one (1) nay(s), the motion passed and it was so ordered.

**Item No. 23-166 – Consider approval to retain the services of Patrick, Beard, Schulman & Jacoway, P.C. to assist the City of Tullahoma to regain custody of the documents that Human Resource Director Casta Brice allegedly placed in a shredding bin on or about February 1, which gave rise to her being placed on paid administrative leave pending an investigation, and to also assist in said investigation of Ms. Brice, in relation to her involvement in that incident.**

A motion was made by Alderman Wilson and seconded by Alderman Amacher to approve Item No. 23-166.

On roll call all members present voted as follows;

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

The vote being three (3) aye(s), three (3) nay(s), the motion failed.

There being no further business to come before the Board of Mayor and Alderman at this time, the Board Meeting adjourned at 7:43 p.m.

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CITY RECORDER

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MAYOR