

Chris Hepler  
Mayor

J. Van Hook  
Recorder/Judge

Tina Treece  
City Manager

Ramona Walker  
Court Clerk/Finance Officer

## Town of Oliver Springs

717 Main Street - P.O. Box 303

Oliver Springs, TN 37840

Ph (865) 435-7722 Fax (865) 435-4881

### Aldermen

Gary Stinnett

Maurice Walker  
Omer Cox

Terry Craze

Terry Holland  
James Brummett

### AGENDA

#### OLIVER SPRINGS CITY COUNCIL

THURSDAY DECEMBER 5, 2013

TOWN HALL, 7:00 P.M.

- I. CALL TO ORDER
- II. ROLL CALL
- III. PRAYER
- IV. READING OF MINUTES FROM MEETING ON NOVEMBER 21, 2013.
- V. COMMENTS FROM CITY MANAGER.
- VI. COMMENTS FROM CITIZENS OF OLIVER SPRINGS.
- VII. COMMENTS FROM CITY COUNCIL MEMBERS.
- VIII. OLD BUSINESS.
- IX. NEW BUSINESS
- X. ADJOURNMENT

## MINUTES

The regular meeting of the Oliver Springs Town Council was called to order on December 5, 2013 at 7:00 p.m. by Mayor Chris Hepler. All were present.

The meeting was opened in prayer by Councilmen Cox followed by the pledge to the flag.

Motion by Cox and second by Brummett to approve the minutes of the previous meeting as presented and the minutes of the previous Beer Board meeting as presented. All voted aye.

### COMMENTS FROM CITY MANAGER:

A. The tree lighting ceremony will be held on Friday, December 6, 2013, at 6:30 p.m. All are invited.

B. The Christmas parade is scheduled for Saturday, December 7, 2013, beginning at 5:30 p.m. City Hall will host, after the parade, hot chocolate, cookies, and pictures with Santa Clause.

C. The holidays and weather have slowed the prison inmate crews working on Indian Creek banks. However, the prison work crews are doing a very good job, and the work will continue as weather and prison schedules permit. The plan is to finish Indian Creek at Highway 61 up to the area behind the apartments. Once that has been completed, the Indian Creek bank work at Arrowhead Park will be completed.

D. The Town is still conducting the Toys for Tots drive. The first batch of toys will be delivered Saturday, and the second batch will be collected until the evening of December 19, 2013, and the morning of December 20, 2013, the toys will be taken to Knoxville.

E. The Christmas lights have been hung. The Court of Flags will be decorated again this year minus the large metal tree. Decorations for the Library lamppost, Main Street lamppost, as well as the decorations at City Hall will be completed in time for the tree lighting and parade. Wooden decorations at the Court of Flags, the Police Department, City Hall, and Library have also been added.

F. The Street Department will return to leaf pick up and other work once the Christmas decorations are complete.

G. The required (to comply with OSHA) minor electrical work at the City Garage is now complete.

H. Pursuant to the instructions of the Mayor, a local electrician is providing a quote for the repair of the light posts on Main Street. Mrs. Treece will keep Town Council advised as to the progress and outcome.

I. Within the next several weeks, a compiled listing of streets and approximate square footage for paving will be sent out for quotes. Hopefully the quotes will be back in time for the January 2, 2014, meeting.

J. A long-time City employee, Troy Burney, is retiring on March 31, 2014. Mrs. Treece invited input from Town Council as to what the Town has done in the past for the retirement ceremony of long-time Town employees, such as a meal, a plaque, a watch, or other type of recognition of long time service. To the extent possible, Mrs. Treece requests that this be kept confidential in order to surprise Mr. Burney.

K. The Toys for Tots drive is going strong. Mr. V.J. Murray has offered to provide a free buffet to anyone that donates a new toy (ten dollars or higher value) between now and December 19, 2013, at his Pizza Inn restaurant in Oak Ridge or at City

Hall. Mrs. Treece will have coupons ready by the end of the day to give to anyone who donates a toy.

L. The brush at the Airport has been taken care of. Due to the fact that it was mixed with a vine, the brush and vine were not chipped but instead burned in place.

M. The issues with the Gifford property will be going to court in mid-December. Mrs. Treece will advise as soon as she has information from the City Attorney.

N. The Redbud Park lawsuit is scheduled for a hearing in March of 2014.

O. The delinquent back tax property sale should be held sometime in December 2013 pursuant to the information from the City Attorney. As soon as Mrs. Treece has more specific information, she will advise.

P. In January of 2014, property maintenance letters will be mailed to property owners whose property is in zoning or other ordinance violation(s). The letters have not been sent out during the holidays. However, Mrs. Treece has spoken with a few realtors as to the appearance of property that is listed for sale or under going foreclosure.

Q. Plans are being made for the repairs to the culvert on Valley Drive in front of the J.D. Hall property in early spring. Erosion is causing the culvert to collapse.

R. Drafts of sample flea market and transient vendor ordinances regarding miscellaneous garage sales on commercial property, as prepared by Margaret Norris, have not yet been received. Once these drafts and other information have been received, a workshop could be scheduled.

S. The Town's annual Christmas lunch will be at the DAV building this year on December 24, 2013. The lunch will be catered from a few local businesses.

#### COMMENTS FROM CITIZENS:

Mrs. Joyce Hepler spoke on behalf of Mimi Brock, who was helping decorate a parade float, reminding everyone as to the Christmas activities over the next several days. At 7:00 p.m. on Saturday at the Presbyterian Church, a community choir of good singers will perform. If any citizens desire to participate, be there at 6:45 p.m. Saturday night.

#### COMMENTS FROM TOWN COUNCIL MEMBERS:

The Mayor announced that he had found out a few minutes ago that Channel 12 producer and cameraman Dudley Evans' mother died today and the Mayor, on behalf of the Town, offered condolences and prayers to the Evans family.

Mr. Stinnett asked and Mrs. Treece advised that due to the holiday decorations and the rain, the Town is behind on leaf pick up. The leaf pick up will continue weather and labor permitting.

The Mayor requested that citizens pile the leaves close to the ditch line as the leaf removal system vacuum hose can reach a reasonable distance across ditch lines to vacuum up the leaves.

Mr. Stinnett asked everyone not to pile the leaves in the ditches as when heavy rains arrive, the leaves are washed into the culverts stopping the culverts. Last week due to the heavy rains three to four truck lodes of leaves were removed from stopped up culverts in the Valley Drive area.

Mayor Hepler reminded all of the workshop scheduled for Thursday, December 12, 2013 as to the improvement of business regulation ordinances.

Mr. Cox wished everyone a Merry Christmas and a Happy New Year.  
Mr. Brummett wished everyone a Merry Christmas and a Happy New Year.

OLD BUSINESS:

None.

NEW BUSINESS:

Upon recommendation of the Mayor and the City Manager, motion by Walker and second by Stinnett to authorize the Town to enter into a Memorandum of Understanding with Loudon County, Tennessee, as to a feasibility study as to proper yard waste collection and disposal methods and the viability of Green Waste Recycling Projects; provided that this Green Waste Study Project has no cost to the Town. After further discussion, all voted aye.

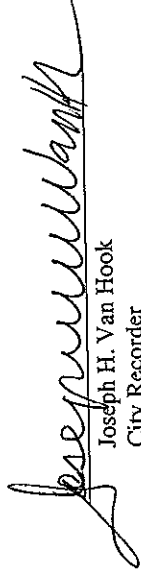
The Mayor advised that anyone wanting rough mulch for garden purposes, or other purposes, please contact City Hall and arrangements can be made where the mulch can be picked up and/or delivered.

Police Chief Morgan advised that AT&T will be arriving within the next several weeks to install new 911 equipment, and in anticipation of all the new equipment, Chief Morgan has had to perform rewiring work at a cost of between one thousand and two thousand dollars. However, AT&T will actually pay (or reimburse) the Town for this work. In view of the fact that this work will not cost any money, the Mayor instructed Chief Morgan to proceed.


City Finance Officer Walker asked and the Mayor and Mrs. Treece advised that it was appropriate to burn leaves, provided anyone wishing to burn leaves, must receive a burn permit from the Town. The citizen would need to call City Hall and obtain a burn permit.

With no further business to come before the meeting, the meeting was upon motion duly made and seconded and unanimously approved, adjourned at 7:20 p.m.

Respectfully submitted,

  
Joseph H. Van Hook  
City Recorder

APPROVED:

  
Chris Hepler  
Mayor

**MEMORANDUM OF UNDERSTANDING**

**Green Waste Project Study**

This Memorandum of Understanding (MOU) is entered into by and between the Town of Oliver Springs and Loudon County \_\_\_ (together the "Parties").


Whereas, the Parties share a mutual interest in proper yard waste collection and disposal methods; and

Whereas, the Parties desire to join together to participate in a feasibility study to help determine the viability of a Green Waste Recycling Project.

NOW, THEREFORE, THE PARTIES AGREE TO:

1. Analyze and calculate the monthly yard waste totals generated by each entity;
2. Seek and collaborate with a grant application to fund the green waste recycling unit (CHYPS system);
3. Identify the process to be used by Loudon County;
4. Tour the Wampler Sausage Facility and evaluate the system;
5. Determine what associated equipment is needed to implement the Green Waste Recycling Project;
6. Participate in the cost-benefit study of the Green Waste Recycling Project; and
7. Provide proposal for consideration.

This MOU shall be implemented from January 1, 2014, to June 30, 2014. IN WITNESS WHEREOF, the Parties have hereunto affixed their signatures this 5<sup>th</sup> day of December, 2013.

Approved:   
Mayor

Witnessed:   
City Recorder

Chris Hepler  
Mayor

Josh Van Hook  
Recorder/Judge

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### WATER BOARD AGENDA

#### OLIVER SPRINGS CITY HALL

DECEMBER 5, 2014

TOWN HALL, 6:30 P.M.

- I. CALL TO ORDER
- II. ROLL CALL
- III. READING OF WATER BOARD MINUTES FROM NOVEMBER 7, 2013.
- IV. COMMENTS FROM CITY MANAGER
- V. COMMENTS FROM CITY COUNCIL
- VI. COMMENTS FROM OLIVER SPRINGS WATER AND SEWER CUSTOMERS.
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
- IX. ADJOURNMENT

## WATER BOARD MINUTES

The regular meeting of the Oliver Springs Water Board was called to order on December 5, 2013 at 6:30 p.m. by Chairman Chris Hepler. All were present except James Brummett, who had an excused absence.

Motion by Walker and second by Craze to approve the minutes of the previous meeting as presented. All voted aye.

### COMMENTS FROM CITY MANAGER TREECE:

A. Thanksgiving weekend, three water leaks were repaired that required overtime for the Water Department employees, but water service was not interrupted for a long period of time.

B. The work on the Water Loss grant and the Barger plans hopefully will be completed by the end of the month, weather and time permitting.

C. The Water Department continues to work on water leaks as each is reported. Work orders are generally completed within seven days. Emergencies always move to the front of the line.

D. The Bob Cat repair has been made and the equipment is back in service.

E. The wasting press has been down for a week due to a blown pipe and the search is on for a better replacement.

F. The pump at lift station two is worn out and must be replaced. Quotes have been requested and will be made available to the Water Board as soon as received.

G. On Tuesday, December 3, 2013, weather and labor permitted, repairs will begin on the Foxwood sewer line. Progress reports will be provided.

H. The search is continuing for a Sewer Department I & I Team equipment truck. If a potential truck is located, the Water Board will be advised.

I. The Town is required to conduct a door-to-door survey for the next CDBG Grant application in order to obtain information from one out of four residents. In order to reach residents, Mrs. Treece will conduct the survey on the weekend using one or two employees assisting her. The employees of the Town will either have a city shirt or a city badge and are not to go into the homes to complete the survey. A resident may take and complete the survey in his/her home and return it to the employee. The survey will take approximately two or three weekends.

### COMMENTS FROM WATER BOARD MEMBERS:

Chairman Hepler advised that the prison work crew cleaning up the Indian Creek bed discovered a wet spot and reported it. After investigation, the Water Department's employees discovered a two inch water line buried approximately six feet from the surface that was believed to be valved off, but apparently was not. Almost all of the water from this two inch water line was pouring into Indian Creek. The Chairman believes that this repair of this huge water leak will have a positive impact in the water loss report.

Chairman Hepler also advised that he and Steve Smith discovered a substantial water leak on the highway, and the staff is studying ways to repair this water leak. Regardless, the water leak must be repaired.

Chairman Hepler commented that the repair of these two water leaks should result in a substantial reduction on the Town's water loss report.

The Water Board conducted a general discussion as to the probable existence of several substantial water line leaks. Chairman Hepler and others discussed a probable water leak under the four lane that would be expensive and time consuming to repair.

Mr. Sinnott asked and Mrs. Treece advised that the water leak on Richard's Drive had not yet been repaired as that also is a valve leak. The repair of this valve water leak is scheduled to be performed under the grant funding in order to best use the resources of the Town.

Mr. Craze asked and Mrs. Treece advised that no I & I truck had been located, but she is watching gov. deals and other web sites and advertising locations in order to obtain the best truck for the crew taking into consideration the budgeted funds and the needs of the project. As soon as one is located, Mrs. Treece will advise. Mr. Walker asked and Mrs. Treece advised that she had checked with the City of Oak Ridge as far as to the availability of a used truck. Chairman Hepler advised that all of the credit unions, government businesses and agencies, and other organizations have also been checked to determine if a suitable used truck could be acquired by the Town.

Mr. Craze asked and Mrs. Treece advised that the repairing of the sewer line in Foxwood had begun, but the weather and rain have greatly delayed the project. Several area residents do not want their yards dug up for the repairs, and this is creating problems for the repair work. There was also discussion as to the possible lining of the sewer line being defective, with possible recourse against the liner manufacturer, if the manufacturer is still in business. A mysterious narrow plastic-like material is appearing in various lengths, up to six feet in length, and wrapping itself around the impellers and other parts of the pump(s), creating great problems.

Mr. Holland asked and Mrs. Treece advised that the chlorinator system had been replaced wherein a less dangerous chemical would be used.

#### COMMENTS FROM WATER AND SEWER CUSTOMERS:

None.

#### OLD BUSINESS:

None.

#### NEW BUSINESS:


None.

With no further business to come before the Water Board, upon motion duly made and seconded and unanimously approved, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,

  
Joseph H. Van Hook  
Water Board Secretary

APPROVED:

  
Chris Hepler  
Water Board Chairman