

## Meeting Minutes

July 1, 2023

The Mayor and Board of Commissioners of the City of Sweetwater met in the July meeting and Swearing-in ceremony as set by the city charter on Saturday, July 1, 2023 at noon. Mayor Doyle F. Lowe called the meeting to order with Commissioners present being: Lamar Hughes, Commissioner-Elect Sam Moser, Commissioner-Elect Alan Richeson, Commissioner-Elect JoAnna Jinks, and James H. Stutts. City Attorney John Cleveland was present.

Mayor Lowe administered the following Oath of Office to the newly elected Commissioners Alan Richeson, Sam Moser, and JoAnna Jinks; and the newly elected Board of Education Commissioners Kenzie Lovingood, John Fox, and Patrick Gaines:

**I do solemnly swear that I will support the Constitution  
of the United States and of the State of Tennessee  
and the Charter and ordinances of the City of Sweetwater,  
and that I will faithfully discharge the duties of the office  
to which I have been elected, and which I am about to assume.**

There were no comments from the public on the agenda items.

Commissioner Stutts moved to approve the minutes from the meetings of June 5, 2023 and June 26, 2023. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

After the Recorder's report, Commissioner Jinks moved to approve the distributions for the month of May, 2023. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

In New Business, Commissioner Moser moved to appoint Jessica Morgan as City Recorder. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Hughes moved to appoint Peter Alliman as City Judge. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Jinks moved to appoint John Cleveland as City Attorney. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Moser moved to appoint Reed Dixon as the Administrative Law Judge. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Mayor Lowe administered the following Oath of Office was administered to those officials:

**I do solemnly swear that I will support the Constitution  
of the United States and of the State of Tennessee  
and the Charter and ordinances of the City of Sweetwater,  
and that I will faithfully discharge the duties of the office  
to which I have been appointed, and which I am about to assume.**

Commissioner Richeson moved to appoint Sam Moser as Vice-Mayor. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Moser moved to appoint James H. Stutts as Commissioner over the Police Department. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Moser moved to appoint Alan Richeson as the Commissioner over the Fire Department. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Stutts moved to appoint Joanna Jinks as the Commissioner over the Street Department. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Richeson moved to appoint Lamar Hughes as Commissioner over the Parks and Recreation Department. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Hughes moved to appoint Sam Moser as the Commissioner for the Planning, Development, and Tourism Department. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Moving to Department Head Appointments, Commissioner Stutts moved to appoint Eddie Byrum as Police Chief. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Jinks moved to table the appointment of Street Superintendent to a later date. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Richeson moved to appoint John Anderson as Fire Chief. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Moser moved to appoint Jon Campbell as the Department Head over the Planning, Development, and Tourism Department. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Hughes moved to appoint Tim Crawford as the Parks and Recreation Director. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Mayor Lowe administered the following Oath of Office to the Department Head appointees:

**I do solemnly swear that I will support the Constitution  
of the United States and of the State of Tennessee  
and the Charter and ordinances of the City of Sweetwater,  
and that I will faithfully discharge the duties of the office  
to which I have been appointed, and which I am about to assume.**

Commissioner appointments to board were initiated by Commissioner Stutts moving to appoint Lamar Hughes to the Board of Education. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Hughes moved to appoint Sam Moser to the Planning Commission. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Stutts moved to appoint Joanna Jinks to the Sweetwater Library Board. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Richeson moved to appoint Sam Moser as Personnel Commissioner. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Moser moved to appoint Alan Richeson to the Sweetwater Heritage Museum board. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Next on the agenda were the citizen board appointments. Commissioner Hughes moved to approve the library board's recommendation to appoint Teresa Hickey, Lisa Archer, and Mary Seals to the board. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Stutts moved to approve the recommendation from Sweetwater Utility Board to reappoint Lloyd Moree to Sweetwater Utilities Board for a term expiring 6/30/2027. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Moser moved to approve Jill Alliman to the Sweetwater Tree Board for a term expiring 7/1/2027. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Hughes moved to appoint Shelby Billingsley, Richard Barr, and Kevin Watson to the commission. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Richeson moved to appoint Brent Miller and Sam Moser to the Historic Zoning Commission for a term expiring 6/30/2027. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Moser moved to appoint Chris Seiler to the Building Codes Board of Review with a term expiring 6/30/2025. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Jinks moved to appoint Johnny Sutton and Susan Turpin to the Sweetwater Heritage Museum Board with a term expiring 7/1/2026. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Mayor Lowe appointed Olivia Shutter to the Sweetwater Regional Planning Commission for a term expiring 6/30/2030.

The Recorder requested the approval of the following depositories for city funds: Capstar Bank, People's Bank of East TN, Simmons Bank, The State of TN Local Investment Pool, and Volunteer Federal. Commissioner Stutts approve the list of

depositories. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

Commissioner Richeson moved to approve the Resolution to approve an open-ended bid term for vehicles. The motion was seconded. All voted in favor, with none opposed. The motion was carried.

**Resolution to approve an open bid term for vehicle purchases in the current fiscal year of July 1, 2023 to June 30, 2024.**

Whereas, the local vehicle inventory appears to be limited and supply is low; and

Whereas, the procurement officials have not successfully located a state bid or bidding cooperative with inventory available for purchase; and

Whereas, the City of Sweetwater has both budgetary needs and grant funding with specified time periods which require purchases of vehicles; and

Whereas, the vehicle dealerships are not able to hold the inventory on their lot to wait for the city's bid deadlines to approach; and

Whereas, vehicles do not appear to be exempt from bidding requirements of the City of Sweetwater; and

Whereas, the Sweetwater City Code Chapter 5 Title 4, Section 403 BIDDING AND PURCHASING PROCEDURES does not specifically state a bid term or deadline requirement.

Now therefore, be it resolved by the Mayor and Board of Commissioners of the City of Sweetwater Tennessee the following:

Section 1: The Recorder is directed to advertise in a public newspaper to accept bids on vehicles throughout the year. No deadline will be published, except that this Resolution will only apply to the fiscal year of July 1, 2023 to June 30, 2024, after which the board may pass a new Resolution if needed.

Section 2: The city should obtain a sealed bid from the dealer or owner. The Mayor and Board of Commissioners of the City of Sweetwater will still approve the purchase by vote at a called meeting or regular meeting. The purchase must still be allocated in the budget. A Purchase Order may be issued to the dealership in order to secure the vehicle, but no funds dispersed until the board has voted to purchase.

This shall be effective upon passage, the public welfare requiring it.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

RECORDER

SEAL

The Recorder demonstrated the First Step Pavement Plan to the Board.

Mayor Lowe recognized Richard Jenkins, who was retiring after 35 years as Street Superintendent.

No further action was taken.

The meeting was adjourned at 12:31 p.m.

This the 1<sup>st</sup> day of July, 2023.

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Mayor

Attest: \_\_\_\_\_

RECORDER