

MON., FEB. 8, 2021

**CITY OF BRISTOL  
REGULAR MEETING**

6:30 P.M.

Chair Margaret Rankin called this meeting to order at 6:30 p.m. with Councilmembers Tom Clemons and Vice-chair Charlotte Shuler present. Mayor Frances Cutshaw, Attorney D. Jackson Summers, and Assistant Clerk Nicole Day were also present. Clerk Hatcher was not in attendance. Two Council seats remained vacant.

Vice-chair Shuler offered the invocation. Councilman Clemons led the Pledge of Allegiance.

Councilman Clemons moved to approve the agenda, seconded by Vice-chair Shuler, all voted in favor.

Chair Rankin opened the floor for public comments. Comments were received by residents of the City of Bristol as follows: Mr. Chris Vowell expressed a desire to fill one of the two vacant seats on the Council. Mr. Ray Glisson expressed his desire to fill a vacant seat on the City Council. Ms. Mary Bracewell expressed her desire to fill one of the vacancies on the City Council. Pastor Darryl Johnson stated that he had his site plan documents prepared and ready to turn in.

Councilman Clemons moved to approve the previous month's minutes, seconded by Vice-chair Shuler, all voted in favor.

Vice-chair Shuler moved to approve the bills for payment, seconded by Councilman Clemons, approved by all.

Stepping down as Chair for Agenda Item 7, Chair Rankin passed the gavel to Vice-chair Shuler. Councilman Tom Clemons moved to appoint Ms. Mary Bracewell to fill a vacant seat on the City Council with a term beginning Feb. 8, 2021 and ending Dec. 31, 2021. Councilmember Rankin seconded this motion. All voted in favor. Councilmember Rankin moved to appoint Chris Vowell to fill the second vacancy on the Council for a term beginning Feb. 8, 2021 and ending Dec. 31, 2021. Councilman Clemons seconded the motion. All voted in favor. Attorney Summers administered the Oath of Office to both newly appointed Councilmembers prior to them taking their seat with the Council. Vice-chair Shuler passed the gavel back to Chair Rankin for the remainder of the meeting.

Chair Rankin opened a Site Plan Hearing proposing to build a single retail building on the Northeast corner of SR20 and SR12, requesting a conditional use permit with a parking variance due to extensive stormwater runoff requirements. Chair Rankin turned the floor over to City Planner Tony Arrant to facilitate the hearing. Mr. Arrant commented briefly on the proposed site plan, followed by developer comments. The Council made a few inquiries, then Chair Rankin opened the public comment period. Following a few comments in favor of the retail establishment and with no further public comments, Chair Rankin closed the public comment period. Councilman Clemons moved to approve the Conditional Use Site Plan with a parking variance as submitted, seconded by Vice-chair Shuler, all voted in favor.

Attorney Summers opened sealed bids received for "City of Bristol Wastewater Improvements Project". One bid was received as follows:

Pyramid Excavation	\$113,290.
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Vice-chair Shuler moved to table this bid until next month. Motion failed for lack of a second. Councilman Clemons moved to reject the bid, seconded by Vice-chair Shuler, all voted in favor.

Mayor Cutshaw read aloud, by title, Resolution #2021-03, A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE FDOT SCOP AGREEMENT FOR FPN: 446068-1-54-01, BRISTOL CITY STREETS RESURFACING PROJECT; PROVIDING FUNDING TO RESURFACE SPRING STREET FROM SR12 TO SOLOMON STREET, N. PEA RIDGE ROAD FROM SR20 TO FAIRCLOTH ROAD, AND SOLOMON STREET FROM SR20 TO FAIRCLOTH ROAD. Councilman Clemons moved to adopt Resolution #2021-03, seconded by Vice-chair Shuler, carried unanimously.

Mayor Cutshaw read aloud, by title, Resolution #2021-04, A RESOLUTION AUTHORIZING THE MAYOR OR CITY CLERK TO SUBMIT A M-SCOP GRANT APPLICATION TO FDOT REQUESTING FUNDING TO RESURFACE ROCK BLUFF ROAD. Councilman Clemons moved to adopt Resolution #2021-04, seconded by Councilman Vowell, carried by all.

Councilman Clemons moved to approve a Professional Engineering Services Task Order Agreement with Dewberry Engineers to perform all engineering survey, design, and CEI services for the USDA NRCS Erosion Project for a cost not to exceed 10% of the costs of construction, seconded by Vice-chair Shuler, all voted in favor.

Councilman Clemons moved to approve Roberts & Roberts Pay Request #3 (Final) for the Harvell St. and Virginia G. Weaver Street Resurfacing Project, seconded by Vice-chair Shuler, approved by all.

Contractor score sheets were distributed to all Councilmembers for scoring the contractor, Roberts & Roberts, on the Harvell & Virginia G Weaver Street Resurfacing Project. Individual score sheets are to be returned to Clerk Hatcher no later than 2/11/2021 for final tabulation.

Vice-chair Shuler moved to approve Resolution #2021-05, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE JANUARY 19, 2021 – JANUARY 25, 2021, seconded by Councilman Clemons, approved by all.

Councilman Clemons moved to approve Resolution #2021-06, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE JANUARY 26, 2021 – FEBRUARY 1, 2021, seconded by Councilman Vowell, approved by all.

Councilman Clemons moved to approve Resolution #2021-07, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE FEBRUARY 2, 2021 – FEBRUARY 8, 2021, seconded by Councilman Vowell, approved by all.

Councilman Clemons moved to approve Resolution #2021-08, A RESOLUTION FOR THE DECLARATION OF A LOCAL STATE OF EMERGENCY EXTENSION DUE TO COVID-19, EFFECTIVE FEBRUARY 9, 2021 – FEBRUARY 15, 2021, seconded by Councilman Vowell, approved by all.

Councilman Clemons moved to approve Mayor Cutshaw's execution of Federally Funded Subaward and Grant Agreement No. Z2579, a FEMA Grant to Local Government for the Hurricane Sally Disaster event, seconded by Councilman Vowell, approved by all.

Vice-chair Shuler moved to donate \$100.00 to the American Cancer Society Annual Fundraiser, seconded by Councilman Vowell, all voted in favor.

Councilman Clemons moved to voluntarily extend the Families First Coronavirus Response Act through March 31, 2021, seconded by Vice-chair Shuler, carried unanimously.

Motion by Councilman Clemons to approve placement of 3 CPUs that are not currently in service at City Hall, but are not obsolete, and are still owned and inventoried by the City, to be used for City purposes/to improve remote work capability as follows: One CPU to be placed at Assistant Clerk Nicole Day's home, another to be placed at City Clerk Robin Hatcher's home, and the third to be placed at the Revell House for use by the Bristol Volunteer Fire Department. Vice-chair Shuler seconded this motion, all voted in favor.

There being no further business, Councilman Clemons moved to adjourn, seconded by Vice-chair Shuler, all voted in favor. Meeting adjourned at 7:28 p.m.

Council Chair: Margaret Rankin

City Clerk: Robin M. Hatcher