



FRIENDSVILLE, TN, CITY HALL
BOARD OF MAYOR AND COMMISSION
MEETING

August 6, 2026
6:00 P.M.

Invocation:

Call to Order: Mayor

Pledge of Allegiance: Ms. Walton

Opening Prayer: Ms. Walton

Roll Call: City Administrator

Approval of Minutes: July 2, 2026, Public Hearing
July 2, 2026, Meeting

**Thursday, August 6, 2026
Minutes**

The Board of Mayor and Commission met for the regular meeting. Vice Mayor- Newberry called the meeting to begin at 6:00 p.m. Ms. Walton led the Pledge of Allegiance and opened prayer.

On roll call, the following city officials were present: Vice Mayor Jonathan Newberry, Commissioner Margaret Maze, Commissioner Dale Wilkins

COF Staff Present: City Administrator Kim Rogers, City Attorney Rob Goddard, Building Official Barry Ottinger, Office Coordinator II Janet Ledbetter, City Recorder Kourtney Hawkins

Absent: Mayor Steven Cardwell, FVFD Chief / Commissioner Shane Rogers

Minutes of the public hearing meeting of July 2, 2026.

- **Motion Made:** Vice Mayor Newberry
- **Seconded By:** Commissioner Margaret Maze
- **Motion Made:** All approved.

Minutes of the regular meeting of July 2, 2026.

- **Motion Made:** Commissioner Margaret Maze
- **Seconded By:** Commissioner Dale Wilkins
- **Motion Made:** All approved

Public Comments:

James and Rhonda Patty, 3544 West Lamar Alexander Parkway, addressed the city regarding an ongoing noise complaint involving Two Lakes Dumpsters. They stated that they have experienced issues since Two Lakes Dumpsters began operating on the property and that the noise has progressively worsened. Rhonda explained that she had previously spoken with Mr. Dotson, owner of Two Lakes Dumpsters, who told her to come to him if there were any issues. Despite those conversations, the noise continued.

The Patty's stated that much of the noise occurs when dumpster trucks enter and exit the property from Highway 321. They explained that there is a bump in the driveway entrance, and when the trucks travel over it, the resulting noise is particularly loud.

Vice Mayor Newberry explained that because the city does not have its own law enforcement, it has limited ability to directly address or enforce noise complaints and would need assistance from the Blount County Sheriff's Office (BCSO). If BCSO is unable to assist and no ordinance violation can be established, the next option may be legal action through a civil matter. Vice Mayor Newberry also noted that because the City does not collect property taxes, it does not have the resources available to maintain its own law enforcement.

Rhonda stated that she had reviewed the City's ordinances regarding noise. Building Official Barry Ottinger explained that based on the information available, Two Lakes Dumpsters is not currently violating the noise ordinance or another applicable code provision. Barry stated that the City could consider changing the ordinance or writing letters regarding the issue, but officials cannot enforce a rule when the business is not in violation.

Barry asked Attorney Rob Goddard whether there was anything the city could do to assist. Rob noted that if the activity is not violating the City's noise ordinance, there is little the city can do from an enforcement standpoint. If a violation were occurring, the City could ask BCSO to issue a citation; otherwise, the dispute would be considered a civil matter. Barry also asked Rob whether the Utility team could look at the situation and potentially help. Rob stated that they could do so if the property owner was willing to cooperate.

Rhonda also raised a separate concern regarding a dumpster located toward the rear of the property near the creek. She stated that the dumpster's doors were open. Barry agreed that the City could inspect the area to determine whether there is trash or another issue that may need to be addressed. Vice Mayor Newberry recommended checking the zoning designation of the

Two Lakes Dumpsters property to determine whether there may be any applicable zoning concerns. Administrator Kim Rogers also suggested the possibility of installing rumble strips at the entrance to slow the trucks as they enter the property. James and Rhonda responded that rumble strips would likely make the noise problem worse rather than improve it.

The discussion concluded with Newberry recommending that Barry investigate the property, including the zoning and other potential issues, determine what the City may be able to address, and report back. Officials emphasized that there is only so much the city can do if Two Lakes Dumpsters operates within existing codes and ordinances. Any action beyond what the City or BCSO can legally enforce would likely need to be handled as a civil matter.

Discussion:

Ms. Walton asked about the pavilion. Administrator Kim Rogers stated that we would be talking about that later in the meeting. Ms. Walton was okay with that.

Vice Mayor Newberry spoke we have separated powers and will be appointing a new City Recorder, Kourtney Hawkins. Attorney Rob Goddard asked if everyone on the commission has

voted on Kourtney. Vice Mayor Newberry makes statement to vote for Kourtney as City Recorder.

- **Motion Made:** Commissioner Margaret Maze to approve: Appoint Kourtney Hawkins as new City Recorder
- **Seconded By:** Commissioner Dale Wilkins
- **Motion Made:** All approved.

Vice Mayor Newberry presents oath to Kourtney Hawkins as City Recorder. Administrator Kim Rogers takes a moment to recognize Janet Ledbetter for being City Recorder for the last 14 years. Janet held two key positions; she was previously responsible for Finances and Ordinances at the time, and it is better to separate the jobs to give her more focus on the financial part of the City.

- **First Reading of Ordinance 2026-04, Establishing an application and interview procedure for Citizens seeking appointments to fill a vacancy on the Board of Commissioners, the Planning Board, or the Recreation Board.** Administrator Rogers said this is recommended by MTAS, and certain criteria will need to be met to retain the position. Also stating that someone from the Board of Commissioners will sit in on the interview, and a lot of cities are going to this method. Vice Mayor Newberry spoke that what prompted this is that we currently have two vacancies on the Planning Commission. If anyone is interested in serving an unpaid position on the Planning Commission, have them reach out to City Hall and go through the process.
 - **Motion Made:** Commissioner Maze to approve 1st reading: Ordinance 2026-04
 - **Seconded By:** Commissioner Dale Wilkins
 - **Motion Made:** All approved.
- **Resolution 2026-14, Participation in Judy Housley Safety Partners Matching Grant Program,** Administrator Rogers spoke we get this every year through Public Entities Partner we still must do a resolution through Insurance company just to purchase Safety things for the guys (Vests, Signs, Boots etc.)
 - **Motion Made:** Commissioner Maze to approve: Resolution 2026-14
 - **Seconded By:** Commissioner Dale Wilkins.
 - **Motion Made:** All approved.
- **Resolution 2026-15, Classifying the position of City Administrator as an exempt salaried position under the Fair Labor Standard Act,** Administrator Rogers spoke that this is required by MTAS, which now allows her not to have overtime to work on the dedicated things that need to be done for the city.
 - **Motion Made:** Commissioner Maze to approve: Resolution 2026-15
 - **Seconded By:** Commissioner Dale Wilkins
 - **Motion Made:** All approved.
- **Resolution 2026-16, Amendment to the City of Friendsville Personnel Policy Manual updating Injury/Illness, Workers' Compensation, and return to work policy (Suggested by Public Entity Partners).** Administrator Rogers stated that PE Partners recommends establishing a cap on the amount of sick and vacation time associates may use while on leave. PE Partners is responsible for 66% of the cost, while we are

responsible for the remaining 33%, making it necessary to establish a reasonable limit. Associates who wish to supplement their leave with accrued sick or vacation time must be permitted to do so up to the established CAP. PE Partners recommends a maximum of 90 days. Administrator Rogers explained that this CAP is intended to prevent situations in which an associate could receive more compensation while on leave than they would while actively working. Commissioner Maze asked if they could accrue leave while out and Administrator Rogers said they cannot.

- **Motion Made:** Commissioner Maze to approve: Resolution 2026-16
 - **Seconded By:** Commissioner Dale Wilkins
 - **Motion Made:** All approved.
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- **Resolution 2026-17, A resolution of the City of Friendsville, Tennessee updating the City's internal control manual.** Administrator Rogers said this needs to be updated as it has not been updated since 2021 and according to Audit, we are to keep this updated regularly.
 - **Motion Made:** Commissioner Maze to approve: Resolution 2026-17
 - **Seconded By:** Commissioner Dale Wilkins
 - **Motion Made:** All approved.

Tabled Discussion:

- None currently.

Departments:

Codes. Barry Ottinger (Codes Official) spoke that letters were sent out everyone responded, except one who has not completed due to owners passing away. Property is off Miser Station, trying to get next of kin in charge. There is a pool that needs to be drained due to mosquitoes, and we would like to drain the pool ourselves since lot is vacant. Attorney Rob Goddard asked if there was an estate that was filed, Barry is unsure at this time. Attorney Rob recommended contacting the Court House and speaking to the Probate Office to find information about property.

Ottinger also discussed about the Karl residence on Cedar Crest, he is currently & actively working with wife, trying to correct all the violations. Vice Mayor Newberry stated if it's in progress, we have always worked with property owners first to get resolved. Ottinger does not see a need to further the violations currently. Administrator Rogers said we have had records requested and citizen complaints, Barry has had text messages sent to him that they are taking things to a state level, and we have given them everything they have. We are still in compliance, and our ordinances where BCSO was going to start assisting were not passed until June 2026, once passed we started working on the violations.

- **Comments:** None

Planning. Vice Mayor Newberry stated the Planning Board did meet this past month; we have two vacancies to fill. Our Board Chair has stepped down due to time constraints, and we have restructured the city side as well. Vice Mayor Newberry spoke he was previously appointed Commissioner on Planning, and Mayor Cardwell sat in his required seat at the time. Since past meeting, Mayor Cardwell has appointed Vice Mayor Newberry to take his seat on the Planning Board, so Commissioner Dale Wilkins will now fill Vice Mayor Newberry's seat and put him responsible for Planning report. As far as meeting, Vice Mayor Newberry spoke they

discussed Rezoning of Industrial Properties we don't believe suite being zoned Industrial and down zoning into C2, but no action has been taken at this point, it has been discussion only.

- **Comments:** Joe McCaully, spoke at the last meeting there was no action taken. Is there a process in which you (Vice Mayor Newberry) assume a different role, is that going to roll over? Administrator Rogers said that at the last meeting no action has been taken and until they vote, nothing will be done. Planning Commission must vote and send to Commission, once Commission receives it, that is when they will discuss and deliberate on the zoning and re-zoning. McCaulley asks if anyone has walked over to the field and how there are two quarry holes over there asking if anyone has visited the property that was re-zoned? Vice Mayor Newberry states he has not been on property since very young. Administrator Rogers said Dale Wilkins is new to the property, and he would be happy to visit the property since he is new to the area. Dale Wilkins spoke and asked if McCaully had any other thoughts about the request to change? McCaully stated he would like to take the residential and rip it all into one Commercial. McCaully said why take 2 acres that are residential and have 64 acres as commercial and making the 2 acres commercial, he does not understand the significance of doing that.

Parks, Recreation and Events: No upcoming events or news to report

Administrator's Updates: Administrator Rogers spoke about W. 2nd and it being abandoned, it is not abandoned. It goes down and turns into N Young. From that point there are two lots being sold. We had to grant access to get into those two lots since we abandoned the street getting to the properties. To get access to that property, the City has had to clear the road and eventually the City will need to do something about the road due to its declining state. Administrator Rogers said there is a gentleman that lives back there as well and there is a huge tree on a property that buds up to that property. The tree has already fallen once, the city went out to clear the broken limbs due to it blocking our road, when the city went out to clean up the road, another piece of the tree fell and landed on the City's Track hoe, breaking out 3 windows that then had to be replaced. Administrator Rogers said that the tree is now leaning towards the house and if it falls, the tree will crush the home. Homeowners cannot get a hold of the property owners where the tree is located to get approval to remove the tree. Attorney Rob Goddard asked if the tree was in our right of way and if it's not, then we have no authority over doing anything with the tree. Administrator Rogers believes it is not in the right of way. Vice Mayor Newberry said if we have no authority to do it, we must step back, if tree falls and crushes the home, then the homeowners will have to sue. Codes Official, Barry Ottinger asked about a surveyor coming out to see where the tree lays. Attorney Rob agreed that would be a good idea to see where the street is located and if it's not on the City side, then we have no authority. If it is then we have responsibility to take care of the situation. Vice Mayor Newberry agreed that the survey would be a good idea since we are now tasked with maintaining it. Administrator Rogers responded with the road will eventually need to be paved and create a new road that the current one is a driveway and needs to remain a driveway, not a city street and we will get a survey.

Grants:

HUD Sidewalk: Administrator Rogers spoke we have started paving and they have finished paving S Morgan, N Morgan and the intersection. They are only going to the entrance of N Young. We must rip up the road, and when the sidewalk goes on, N. Young will be done as well. We did try to get more sidewalk, but it was not allowed.

LPRF: Administrator Rogers said there was prior miscommunication about the Pavilion, and we have concluded that we can use the \$285,000 as property estimate, leaving \$15,000 as our match. Vice Mayor Newberry stating that is do-able. Administrator Rogers said that is very do-able. Rogers also stated Fort Loudon has moved the pole, and we must sign the contract. The material has been placed and it's on its way. Administrator Rogers said she spoke with Nitzschke, and he said once the contract is signed and Mark and Shelby are okay with everything, he will get started. Rogers said that we did have to add a bathroom, but we are getting everything we want. The original grant for the Pavilion that took place before COVID was to include a splashpad and bathroom, but since it essentially came to a halt with COVID, once resumed the price was much different than what was originally discussed. The new price was to include a bathroom as well as the pavilion, both being 20 x 20. Administrator Rogers said she did not want to have a 20 x 20 bathroom and provided a new plan with it being a family bathroom beside the concession stand at a much smaller scale than originally discussed. Administrator Rogers said that the changes were approved and when the contract is signed, then installation will begin. The city will move to the plaque opposite the Pavilion, and we are still able to do the memory walk which will be located near the Pavilion as well. Ms. Walton asked how long the Pavilion would take once everything is approved, Administrator Rogers said Nitzschke told her the timeframe would take around six weeks to complete.

Cyber Grant: Administrator Rogers said she is getting that prepared and at the end of the month they have a meeting with SS4A and we will start on that meeting with Chris and Brian then.

Financial Updates: Vice Mayor Newberry stated this is just the start of the year so there is not a lot to look at. Janet Ledbetter said they have not spent much of it being the new start of the year.

- **Comments:** No comments.

Adjournment: Vice Mayor Newberry asked if anyone had anything to discuss; if not, he needed a motion to adjourn.

- **Motion Made:** Commissioner Maze to approve:
- **Seconded By:** Commissioner Dale Wilkins
- **Motion Made:** All approved
- **Meeting Ended:** 6:54 p.m.


Steven Cardwell, -Mayor


Kourtney Hawkins, City Recorder