



City Council Regular Meeting Minutes

October 06, 2025 at 5:00 PM

Jefferson City Municipal Building

1. Call to Order

Opening Prayer

Pledge of Allegiance

The meeting was called to order at 5:00pm. The opening prayer and Pledge of Allegiance was led by Mayor Cain.

2. Roll Call

PRESENT

Mayor Mitch Cain

Vice Mayor Kevin Bunch

Councilwoman Ailene Combs

Councilman Rocky Melton

Councilwoman Sheala Purkey

Also present were James Gallup, City Manager; Robert Burts, City Attorney; and Bettina Chandler, City Recorder.

3. Approval of Minutes from Previous Meetings

Motion made by Councilman Melton, Seconded by Vice Mayor Bunch to approve all three sets of minutes as presented.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

- a. Minutes from September 2, 2025, Meeting
- b. Minutes from September 2, 2025, Beer Board Meeting
- c. Minutes from September 16, 2025, Special Meeting

4. Citizen Comments (Citizens should state their name, address, and limit comments to five minutes.)

There were no comments from the public.

5. Communications from the Mayor

Mayor Cain thanked the City employees for their hard work at the Festival at Mossy Creek. He also mentioned that the sales tax revenue had increased again.

6. Reports from Committees, Council Members, and other Officers

- a. **Building/Codes/Planning Department Monthly Report.** Receive a report from Jeff Houston, Building Inspector, concerning a summary of the department's activity for September 2025.
- b. **Fire Department Monthly Report.** Receive a report from Lee Turner, Fire Chief, concerning a summary of the department's activity for September 2025.
- c. **Parks and Recreation Monthly Report.** Receive a report from Kevin Bolden, Parks & Recreation Director, concerning a summary of the department's activity of September 2025.
- d. **Police Department/City Court Monthly Report.** Receive a report from Andy Dossett, Police Chief, concerning a summary of the department's activity for September 2025.
- e. **Public Works Monthly Report.** Receive a report from Porter Massengill, Public Works Director, concerning a summary of the department's activity for September 2025.
- f. **City Manager Monthly Report.** Receive a report from James Gallup, City Manager, concerning a summary of his activity for September 2025.

Mr. Gallup reviewed several upcoming events.

7. Appointments

There are no appointments to be considered.

8. Acceptance of Bids/Professional Services/Leases/Grants

- a. **Award** contract for Recreation Master Planning Firm to McGill & Associates

Mr. Gallup told the Council that the City has received a recreation grant from the State of Tennessee to assist in the planning of a Recreation Master Plan.

Motion made by Councilwoman Purkey, Seconded by Vice Mayor Bunch to award the contract.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

- b. **Authorize** purchase of Police Uniforms from Sourcewell and Tru Blue Tactical off the state contract

Motion made by Vice Mayor Bunch, Seconded by Councilman Melton to approve the purchase.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

- c. **Approve** Change Orders #2 and #3 for Fire Station 2

Motion made by Councilwoman Combs, Seconded by Councilman Melton to approve both change orders.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

- d. **Approve** purchase of 4 Scott Self-Contained Breathing Apparatus (SCBA) and waive sealed bid requirement

Motion made by Vice Mayor Bunch, Seconded by Councilman Melton to approve the purchase.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

e. Approve repairs of Sprinkler Systems in multiple City Buildings

Motion made by Councilman Melton, Seconded by Councilwoman Combs to approve the repairs.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

f. Approve funding for Playground Project at Roy Harmon Park

Motion made by Councilwoman Purkey, Seconded by Councilwoman Combs to approve the funding.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

g. Award bid for RFB 26-02 - Removal and Installation of Sand Filtration and Plumbing System

Motion made by Councilwoman Purkey, Seconded by Vice Mayor Bunch to award the bid.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

h. Award bid for RFB 26-03: Removal and Installation of Dectron Unit Replacement

Motion made by Councilman Melton, Seconded by Councilwoman Combs to award the bid.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

9. Old Business

10. New Business

a. Adopt 2025-26 Jefferson County Hazard Mitigation Plan

Motion made by Councilman Melton, Seconded by Vice Mayor Bunch adopt the Resolution.

Voting Yea: Mayor Cain, Vice Mayor Bunch, Councilwoman Combs, Councilman Melton, Councilwoman Purkey

11. Adjourn

The meeting was adjourned at 5:16pm.