

RESOLUTION NO.: 2014-37

A RESOLUTION AUTHORIZING THE TOWN MANAGER TO ENTER INTO A LETTER OF UNDERSTANDING WITH ORANGE GROVE CENTER FOR THE PERIOD OF JULY 01, 2014 THROUGH JUNE 30, 2017 TO PROVIDE CONTRACT WORKERS TO OPERATE THE SIGNAL MOUNTAIN RECYCLE DROP-OFF CENTER FOR TOTAL MONTHLY COSTS OF \$3,676.00 WHICH SHALL NOT EXCEED \$44,112.00 ANNUALLY.

BE IT RESOLVED by the Town Council of the Town of Signal Mountain, Tennessee that the Town Manager is authorized to enter into a Letter of Understanding with Orange Grove Center for the period of July 01, 2014 through June 30, 2017 to provide contract workers to operate the Signal Mountain Recycle Drop-Off Center for total monthly costs of \$3,676.00, which shall not exceed \$44,112.00 annually. A copy of the Letter of Understanding for the Enclave Program between Signal Mountain and Orange Grove Center is attached.



Bill Lusk, Mayor



Recorder

6/27/14

Date

6-27-14

Date

**Letter of Understanding for Enclave Program between
Signal Mountain and Orange Grove Center**

This agreement of services is entered into on July 1, 2014 – July 1, 2017
by and between Signal Mountain Drop-off Center and Orange Grove Center.

1. PURPOSE

Orange Grove Center will provide Signal Mountain workers to operate the Signal Mountain Recycling Drop-off Center. An Orange Grove Supervisor/Trainer will be onsite with our workers at all times. Services include keeping the grounds neat and clean, meeting and greeting the public as they recycle, assisting customers with their recycling, and working to ensure products are accurately segregated. These services will be provided Tuesday 9:00 a.m. – 6:00 p.m., Wednesday through Friday 11:00 a.m. - 6:00 p.m., and Saturday 8:00 a.m. - 6:00 p.m. Schedule excludes the holidays of July 4th, Thanksgiving Day, Christmas Eve, Christmas Day, and New Year's Day. Signal Mountain will continue to be responsible for the hauling of the collected products to the processing plants. This agreement is for the operating labor at the Drop-Off Center.

2. COMPENSATION

Orange Grove Center will send Signal Mountain a monthly invoice for services provided. Cost of services will be \$3,676/month. Payment to Orange Grove Center will be due by the 15th of each month following services.

3. INSURANCE

Orange Grove Center maintains worker's compensation insurance on its employees and clients and will submit verification of liability insurance to Signal Mountain on request.

4. CANCELLATION

Signal Mountain or Orange Grove Center can amend this agreement at anytime with signature from both parties. This agreement may also be canceled with 30 days written notice or immediately if either party fails to meet the agreed upon standards.

SIGNAL MOUNTAIN

By: 

Title: Town Manager

Date: 7-10-14

ORANGE GROVE CENTER

By: 

Title: Director of Adult Services

Date: 6-18-14