



**BOARD OF MAYOR AND ALDERMEN
MINUTES**

April 1, 2024 at 5:00 PM

1. Call to Order

Mayor Mike Callis called the meeting to order at 05:25 PM.

2. Prayer and Pledge

Mayor Mike Callis led the prayer and pledge.

3. Roll Call

Present: Alderwoman Penny Barnes, Alderwoman LaToya Holcomb, Alderwoman Megan Thompson, Alderman Brian Woodall

Also Present: Mayor Mike Callis, City Attorney John Bradley, City Recorder Rachel Slusser, Asst. City Recorder Tracy Kizer

Absent: Alderman Mike Hall, Alderman Drew Jennings, Vice-Mayor Jody McDowell

4. Approval of Agenda

Motion to approve Alderwoman Thompson; Second Alderman Woodall; Motion: Passed

5. Presentation of Recognitions - Police Department

Chief Williams presented a service plaque to retiring Lt. Chris Arthur for his service to the department since 2011 and presented the following annual awards:

1. **Lifesaver award** - Tony Miller X 2; FTO Mat Stephens; Blake Riley x 3; Derek Fondren; Lisa Rush; Robbie Bradley;

Tyler Bise x 3; Blake Conyer; Ty Wilson x 2; Dillan Ladd

2. **Leaders in measurable statistics for 2023:** Charles Ronan - most citations and traffic stops; Tony Miller - most calls for service answered; Derek Fondren - most arrests and most reports.

Chief Williams thanked the family members for attending and their daily support of the officers.

6. Public Comment Period

James Chaney - Spoke in support of Resolution 24-26.

7. Communications from Council Members

- Alderman Woodall thanked the Parks Department team for hosting the Easter Egg Hunt and making it a great success.
- Alderwoman Thompson thanked the Parks Director Jamie White and the department staff for being in the Park over the weekend and everything looking nice and clean.

8. Mayor's Report

- The City Lake level will remain low as a precaution because erosion was found under the spillway.
- Streetlight repair updates from Cumberland Electric Membership Corporation are finalizing pole replacement and the websites getting information directly to CEMC is working good.
- State Route 109 is in disrepair. The mayor and others have communicated with TDOT multiple times. They will continue to ask for help because it is a State road. The City is patching what we can but limited since it is a State road.

9. Consent Calendar

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Holcomb

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion Passed(voice vote)

A. Approval of Minutes from March 18, 2024

B. Ordinance No. 24-17 –Second Reading – An ordinance authorizing the acceptance of the best bid for the City of Portland Public Works/Stormwater Building, containing 4,950 square feet.

10. Community Development – Alderwoman Megann Thompson

- No Items

There has been discussion between the Portland Chamber of Commerce and the City, working together to pursue a retail recruiter. Alderwoman Thompson commented that there is a need for this, but a lot has to be worked out.

11. Finance – Alderwoman Penny Barnes

- No Items

Rachel Slusser advised that the donation resolution number 24-19 had the date of 2023 and should have been 2024. This was a clerical error and has been corrected and funds issued.

12. Fire Department – Vice Mayor Jody McDowell

- No Items

13. Human Resources – Alderwoman Penny Barnes

- No Items

14. Legislative – Mayor Mike Callis

- No Items

15. Municipal Airport – Alderman Mike Hall

A. Ordinance No. 24-21 – First Reading – An Ordinance approving a property purchase by The Portland Airport Authority from Portland Industrial Enterprises for the purchase of property located on Sumner County tax map 020, Parcel 055.00 containing 9.56 Acres.

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Barnes

Discussion: Doug Hunter reported this is 100% grant funding and future plans could include cutting a roadway.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion Passed(voice vote)

B. Ordinance No. 24-22 – First Reading – An Ordinance approving a property purchase by The Portland Airport Authority from William Payne for the purchase of property located Sumner County Tax Map 021 Parcel 002.02 containing 11.74 acres.

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Barnes

Discussion: Mr. Hunter reported this property is on the east side of the Airport and protects the runway from homes being built too close. The majority of funding will come from a grant.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion Passed(voice vote)

C. Ordinance No. 24-23 – First Reading – An Ordinance approving a property purchase by The Portland Airport Authority from Portland Airport Industrial Park, Inc. for the purchase of property located Sumner County Tax Map 020, Parcel 052.00 containing 27.80 acres.

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Barnes
Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell
Motion Passed(voice vote)

16. Parks & Recreation – Alderman Brian Woodall

- A. Ordinance No. 24-24 – First Reading – An Ordinance to enter into an agreement with Alvin Krantz Painting, Inc. for the interior painting of Richland Gym project at Richland Park.

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Holcomb

Discussion: Jamie White reported there were three bid openings that ranged from \$61,800 to \$222,500. Mr. White requests to go with the lowest bid. References have checked out okay.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion Passed(voice vote)

17. Planning & Codes – Alderwoman Megann Thompson

- A. Ordinance No. 24-12 - First Reading - An Ordinance to amend the City of Portland, Tennessee zoning map by rezoning 523 West Market Street, from RS-20 (single family residential) to R-15 (low density residential).

Motion to: Approve

By: Alderwoman Thompson

Second: Alderwoman Holcomb

Discussion: Alderwoman Thompson advised the Planning vote was 8 to 1.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion Passed(voice vote)

- B. Ordinance No. 24-25 – First Reading – An Ordinance to amend the City of Portland, Tennessee Zoning Map by rezoning 134 North Russell Street from R-10 (Single Family Residential) to RMU (Residential Mixed Use)

Motion to: Approve

By: Alderwoman Thompson

Second: Alderman Woodall

Discussion: Mayor Callis reported this passed in Planning 7 to 0.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion Passed(voice vote)

Based on a current question as to who is responsible for installing a traffic signal at an intersection, Mayor Callis advised there may be a need to set criteria for traffic studies that are specific about traffic signal scoping.

18. Police Department – Alderman Drew Jennings

- No Items

19. Public Works – Alderwoman LaToya Holcomb

- A. Resolution No. 24-26 - A Resolution to establish a series of Traffic Calming Measures within the City of Portland.

Motion to: Approve

By: Alderwoman Holcomb

Second: Alderman Woodall

Discussion: Alderwoman Thompson questioned Chief Thornton if he had any concerns with traffic safety at any of the stops. Chief Thornton was only concerned about America's Way and Portland Blvd intersection..

Motion to: Amend by removing the three-way stop at America's Way and Portland Blvd.

By: Alderman Woodall

Second: Alderwoman Thompson

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell
Vote to: Approve amended Resolution.
Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell
Amended Resolution Passed(voice vote)

- B.** Discussion - Detention Pond on Airport Road by CEC
CEC representative Jacob Mabrey, presented to the council the plan for the Stormwater basin south of Jim Courtney road.

20. Utility Infrastructure – Alderman Brian Woodall

- A.** Ordinance No. 24-20 – Second Reading - An Ordinance to rescind in its entirety ordinance 23-15 and replace with this Ordinance for water, sewer, natural gas, and Capacity Letter Maintenance Fees.

Motion to: Approve

By: Alderman Woodall
Second: Alderwoman Holcomb

Discussion: Megan Heisler discussed amendments from last meeting have been made.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion (voice vote)

- B.** Resolution No. 24-27 - A Resolution to approve change order #3 in the increase amount of \$9,407.00 for the contract with Cumberland Valley Constructors, Inc for the Wastewater Treatment Plant Expansion.

Motion to: Approve

By: Alderman Woodall
Second: Alderwoman Holcomb

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowellNone

Motion Passed(voice vote)

- C.** Resolution No. 24-28 - A Resolution to approve change order #1 in the increase amount of \$5,950.00 for the contract with Infinity Pipeline, Inc for the Eubanks Road Waterline Extension.

Motion to: Approve

By: Alderman Woodall
Second: Alderwoman Barnes

Discussion: Megan Heisler noted that a valve was not part of the bid. The contract amount increased and is covered by the developer's contributions.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion Passed(voice vote)

- D.** Resolution No. 24-29 – A Resolution to approve change order #1 in the increased amount of \$31,067.00 for the contract with Cumberland Pipeline, LLC for project Commodore along Eubanks Road.

Motion to: Approve

By: Alderman Woodall
Second: Alderwoman Barnes

Discussion: Megan Heisler advised this was due to existing services being reconnected to new water main. It wasn't on plans or bid.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

Motion Passed(voice vote)

- E.** Resolution No. 24-30 – A Resolution to rescind and replace Resolution 23-45 to establish guidelines for Capacity Letters for the Department of Utilities

Motion to: Discuss

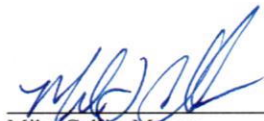
By: Alderman Woodall
Second: Alderwoman Thompson
Discussion: After discussion, it was agreed to defer.

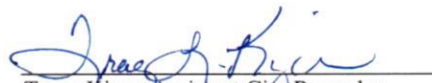
Motion to: Defer for the May 6th meeting
By: Alderwoman Thompson
Second: Alderman Woodall
Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderwoman Thompson, Alderman Woodall
Absent: Alderman Hall, Alderman Jennings, Vice-Mayor McDowell

- F.** Discussion - Contracting Leak Repair
Brian Price distributed a chart of service line leak repairs and explained the process for line repairs.
After much discussion, it was agreed that Mr. Price would complete bids for contracting the service line repairs and bring it back to the Council for discussion.
- G.** Discussion - OHM update on Non-Competitive ARPA projects. OHM updates by Harrison Hilt on the three non-competitive, ARPA projects.
1. Mason project was contracted at \$2.5 million. Getting close to completing it, even with some material shortages, should be completed in August.
 2. The Oak Hill project, started in January, is also expected to be completed by August.
 3. Just starting on the Oak Hill Elevated Tank project. Foundation is scheduled to be completed in May and the tank completed by October.
- H.** Discussion - Update on Eubanks Road and Project Commodore Utilities.
Both projects are on schedule. Both sewer and water lines need to be pressure tested and the gas line is in service.

Adjournment

Motion to Adjourn by Alderwoman Thompson; Second by Alderman Woodall;
Motion passed by voice vote to **adjourn at 6:48.**


Mike Callis, Mayor


Tracy Kizer, Assistant City Recorder