

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

February 3, 2020

1. **Call to Order** - Mayor Callis called the meeting to order at 5:00 P.M.
2. **Prayer/Pledge** – Bro. Matt Taylor from Portland Nazarene Church offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met in regular session on February 3, 2020 with the following members in attendance: Alderman Thomas Dillard, Alderman Mike Hall, Alderman Drew Jennings, Alderman Brian Harbin, Vice-Mayor John Kerley, Alderman Jody McDowell and Alderwoman Megann Thompson. City Attorney John R. Bradley was also present. City Recorder Patricia Keen was absent.
4. **Approval of Minutes from January 6, 2020 Council Meeting**
A motion was made by Alderman Harbin, seconded by Vice-Mayor Kerley to approve the minutes as presented. A unanimous voice voted indicated approval.

The minutes were approved.

5. **Approval of Agenda** A motion was made by Vice-Mayor Kerley, seconded by Alderwoman Thompson to approve the agenda. Mayor Callis asked to add Resolution No. 20-30. A unanimous voice vote indicated approval of the agenda as amended.

The agenda was approved.

6. **History Moment - Dr. Nathan Shadowens, City Historian**
Dr. Shadowens shared a brief history of the community called Old Mitchell, located along Hwy 31W in the early 1800s, a few miles outside of modern-day Portland. He shared some family names from the area. In more recent history this area was known as Mitchell, and as the area settled by Bohemian families, with a Bohemian Baptist Church. He displayed an old poster from the area.
7. **Communications from Mayor/Aldermen**
Mayor Callis reported on the move from City Hall for renovations of the building and spoke of the abatement that will be necessary before actual construction work can begin. He commended the numerous employees of the City who have done the moving to two temporary locations and to storage. The move is yet to be completed.
8. **Public Recognition**
Five minutes per person and it must pertain to an item on the agenda. No one spoke during this portion of the meeting.

9. **Presentation**

Interim Police Chief Jason Williams introduced two newly-hired, certified Police Officers. He also introduced and presented certificates to Portland Police Officers who had saved multiple lives in the past year by administering a medication known as NarCan for opioid overdoses. Plaques were awarded to Police Officers who had achieved top statistics for the department in the line of duty. There was a standing ovation for the Police Dept.

10. Public Hearing

A. Ordinance No. 20-01 – An ordinance to amend the City of Portland, TN zoning map by rezoning unaddressed Kirby Drive, Map 19, Parcel 29 from R-40 (Low Density Residential) to IG (Industrial General).

No one spoke for or against this ordinance.

B. Resolution No. 20-12 – A resolution adopting a plan of services for the annexation at unaddressed Kirby Drive, Map 19, Parcel 29.

No one spoke for or against this resolution.

C. Resolution No. 20-13 – A resolution to annex certain territory, unaddressed Kirby Road upon written consent of the owner and to incorporate the same within the boundaries of the City of Portland, TN.

No one spoke for or against this resolution.

D. Ordinance No. 20-02 – An ordinance to amend the City of Portland, TN zoning map by providing the initial zoning for unaddressed Eubanks Road, Robertson County, Map 12, Parcel 58 to GCS (General Commercial Service District).

No one spoke for or against this ordinance.

E. Resolution No. 20-14 – A resolution adopting a plan of services for the annexation at unaddressed Eubanks Road, Map 12, Parcel 58.

No one spoke for or against this resolution.

F. Resolution No. 20-15 – A resolution to annex certain territory, unaddressed Eubanks Road, upon written consent of the owner and to incorporate the same within the boundaries of the City of Portland, TN

No one spoke for or against this resolution.

G. Ordinance No. 20-03 – An ordinance to amend the City of Portland, TN zoning map by rezoning unaddressed Highway 52 West, Map 34, Parcel 51.01 from R-40 (Low Density Residential) to GCS (General Commercial Service District) and R-10 (Low Density Residential).

No one spoke for or against this ordinance.

11. Departmental Reports - Motion was made by Alderman Jennings, seconded by Alderwoman Thompson to approve the reports. A unanimous voice vote indicated approval of the monthly reports.

12. Human Resources – Mayor Mike Callis

- A. **Ordinance No. 20-07 – First Reading** – An ordinance repealing and replacing Ordinance No. 19-67 Personnel Policy for the City of Portland, TN

HR Director John Grubbs provided a brief summary of the changes. Motion was made by Vice-Mayor Kerley, seconded by Alderman Harbin to approve. A unanimous vote indicated approval.

Ordinance 20-07 Approved on First Reading

13. Planning and Codes – Mike Hall

- A. **Ordinance No. 20-01 – Second Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning unaddressed Kirby Drive, Map 19, Parcel 29 from R-40 (Low Density Residential) to IG (Industrial General).

Motion was made by Alderman Hall, seconded by Alderman Harbin to approve. A unanimous voice vote indicated approval.

Ordinance No. 20-01 Approved on Second Reading

- B. **Resolution No. 20-12**—A resolution adopting a plan of services for the annexation at unaddressed Kirby Drive, Map 19, Parcel 29.

Motion was made by Alderman Hall, seconded by Alderman Harbin to approve. A unanimous voice vote indicated approval.

Resolution No. 20-12 Approved

- C. **Resolution No. 20-13** – A resolution to annex certain territory, unaddressed Kirby Road upon written consent of the owner and to incorporate the same within the boundaries of the City of Portland, TN.

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve. A unanimous voice vote indicated approval.

Resolution No. 20-13 Approved

- D. **Ordinance No. 20-02 – Second Reading** – An Ordinance to amend City of Portland, TN zoning map by providing the initial zoning for unaddressed Eubanks Road, Robertson County, Map 12, Parcel 58 to GCS (General Commercial Services District)

Motion was made by Alderman Hall, seconded by Alderman McDowell to approve Ordinance No. 20-02 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 20-02 Approved on Second Reading

- E. Resolution No. 20-14** – A resolution adopting a plan of services for the annexation at unaddressed Eubanks Road, Map 12, Parcel 58.

Motion was made by Vice Mayor Kerley, seconded by Alderman Hall to approve Resolution No. 20-14. A unanimous voice vote indicated approval.

Resolution No. 20-14 Approved

- F. Resolution No. 20-15** – A resolution to annex certain territory, unaddressed Eubanks Road upon written consent of the owner and to incorporate the same within the boundaries of the City of Portland, TN.

Motion was made by Alderman Hall, seconded by Alderman Harbin to approve Resolution No. 20-15. A unanimous voice vote indicated approval.

Resolution No. 20-15 Approved

- G. Ordinance No. 20-03 – Second Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning unaddressed Highway 52 West, Map 34, Parcel 51.01 from R-40 (Low Density Residential) to GCS (General Commercial Services District) and R-10 (Low Density Residential).

Motion was made by Alderman Hall, seconded by Alderman Harbin to approve Ordinance No. 20-03 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 20-03 Approved on Second Reading

- H. Ordinance No. 20-08 – First Reading** – An ordinance to amend Ordinance No. 387, Combined Zoning Ordinance of the City of Portland, TN and the Portland Planning Region, Article IV: Supplementary District Regulation, Chapter 4. Development Standards by adding Sections 4-404 Residential Accessory Buildings and/or Structures and 4-405 Fences, Walls and Hedges to add standards for accessory structures and fences.

Motion was made by Alderman Hall, seconded by Alderman Harbin to approve Ordinance No. 20-02 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 20-08 Approved on First Reading

14. Parks and Recreation – Thomas Dillard

- A. Resolution No. 20-16** – A resolution authorizing the purchase of two used Toro lawn mowers for the Park Dept in an amount not to exceed \$13,800.00.

Motion was made by Alderman Jennings, seconded by Alderwoman Thompson to approve Resolution No. 20-16. A unanimous voice vote indicated approval.

Resolution No. 20-16 Approved

15. Public Works & Utilities – Jody McDowell

- A. Ordinance No. 20-04 – Second Reading** – An ordinance to approve funding for Sumner County CDBG Rural Water Line Project between the City of Portland, TN and Sumner County.

Motion was made by Alderman McDowell, second by Alderman Jennings to approve Ordinance No. 20-04 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 20-04 Approved on Second Reading

- B. Ordinance No. 20-05 – Second Reading** – An ordinance to enter into an agreement with Hethcoat & Davis to provide engineering services for the City of Portland 2019 Sewer System Improvements for a 30-inch gravity sewer interceptor line.

Motion was made by Alderman McDowell, seconded by Alderman Harbin to approve Ordinance No. 20-05. A unanimous voice vote indicated approval.

Ordinance No. 20-05 Approved on Second Reading

- C. Resolution No. 20-17** - A resolution authorizing the purchase of trash carts from the National Joint Powers Alliance contract through Stringfellow, a dealer of Wastequip.

Motion was made by Alderman McDowell, second by Vice-Mayor Kerley to approve Resolution No. 20-17. A unanimous voice vote indicated approval.

Resolution No. 20-17 Approved

- D. Ordinance No. 20-09 – First Reading** – An ordinance authorizing change order No. 2 to the agreement between the City of Portland and SBW Construction.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Ordinance No. 20-09 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 20-09 Approved on First Reading

- E. Ordinance No. 20-10 – First Reading** – An ordinance authorizing a contract between the City of Portland, TN and Contracting Services, Inc. for the 2019 Lyon Drive Gravity Sewer Force Main and Lift Station Improvements

Motion was made by Alderman McDowell, seconded by Alderman Harbin to approve Ordinance No. 20-10 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 20-10 Approved on First Reading

- F. Resolution No. 20-18** – A resolution authorizing the purchase of a model year 2020, 2100 Plus Vactor Jet Vac Truck from Sansom Equipment Company for the City of Portland Sewer Department.

Motion was made by Alderman McDowell, seconded by Alderman Hall to approve Resolution No. 20-18. A unanimous voice vote indicated approval.

Resolution No. 20-18 Approved

16. Police Department – Drew Jennings

No items

17. Fire Department – Brian Harbin

No items

18. Finance – Megann Thompson

- A. Ordinance No. 20-06 – Second Reading** - An ordinance authorizing a contract to purchase a 2019 Ford F-550 Crew Cab Dump Truck at a cost not to exceed \$65,000.

Motion was made by Alderwoman Thompson, seconded by Vice-Mayor Kerley to approve Ordinance No. 20-06 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 20-06 Approved on Second Reading

- B. Resolution No. 20-19** – A resolution of the Governing Body of the City of Portland, TN authorizing the issuance, sale and payment of interest-bearing Enterprise Fund Capital Outlay Notes - W & S Jet Vac Truck Series 2020, in an amount not to exceed \$237,000.00 pursuant to the informal bid process.

Motion was made by Alderwoman Thompson, seconded by Vice-Mayor Kerley to approve Resolution No. 20-19. A unanimous voice vote indicated approval.

Resolution No. 20-19 Approved

- C. Ordinance No. 20-11 – First Reading** – An ordinance authorizing a contract between the City of Portland and IDT Plans for the purchase of digital plans review software at an estimated total project cost of \$68,040.00.

Motion was made by Alderwoman Thompson, seconded by Vice-Mayor Kerley to approve Ordinance No. 20-11 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 20-11 Approved on First Reading

- D. Resolution No. 20-27** – Initial resolution authorizing the issuance of not to exceed \$4,000,000.00 in aggregate principal amount of General Obligation Bonds of the City of Portland, TN.

Motion was made by Alderwoman Thompson, seconded by Vice-Mayor Kerley to approve Resolution No. 20-27. A unanimous voice vote indicated approval.

Resolution No. 20-27 Approved

- E. Resolution No. 20-28** – A resolution authorizing the issuance, sale and payment of not to exceed \$4,000,000.00 in aggregate principal amount of General Obligation Bonds of the City of Portland, TN and providing for the levy of taxes for the payment of debt service on the bonds.

Motion was made by Alderwoman Thompson, seconded by Vice-Mayor Kerley to approve Resolution No. 20-28. A unanimous voice vote indicated approval.

Resolution No. 20-28 Approved

- F. Resolution No. 20-29** – A resolution authorizing the issuance, sale and payment of up to \$16,000,000.00 in aggregate principal amount of Water and Sewer System Revenue Bonds of the City of Portland, TN and making provision for the operation of the system and the collection and disposition of its revenues.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Resolution No. 20-29. A unanimous voice vote indicated approval.

Resolution No. 20-29 Approved

- G. Resolution N. 20-30** – A resolution authorizing two change orders in the amount of \$6,459.56 and \$3,123.06 from Baron Construction for the City Hall Renovation/Addition Project.

Motion was made by Alderwoman Thompson, seconded by Vice-mayor John Kerley to approve Resolution No. 20-30. A unanimous voice vote indicated approval.

Resolution No. 20-30 Approved

19. Legislative – Mayor Mike Callis

- A. Resolution No. 20-20** - A resolution requesting the General Assembly to amend the Private Act Charter of the City of Portland, TN (Article II, Corporate Powers Section 1)

Motion was made by Alderman McDowell, seconded by Alderman Jennings to approve Resolution No. 20-20. A unanimous voice vote indicated approval.

Resolution No. 20-20 Approved

- B. Resolution No. 20-21** - A resolution requesting the General Assembly to amend the Private Act Charter of the City of Portland, TN (Article II, Corporate Powers Section 2)

Motion was made by Alderman McDowell, seconded by Alderman Jennings to approve Resolution No. 20-21. A unanimous voice vote indicated approval.

Resolution No. 20-21 Approved

- C. Resolution No. 20-22** – A resolution requesting the General Assembly to amend the Private Act Charter of the City of Portland, TN (Article II, Corporate Powers Section 2)

Motion was made by Alderwoman Thompson, seconded by Alderman Hall to approve Resolution No. 20-22. A unanimous voice vote indicated approval.

Resolution No. 20-22 Approved

- D. Resolution No. 20-23** – A resolution requesting the General Assembly to amend the Private Act Charter of the City of Portland, TN. (Article III Legislative Body Section 7)

Motion was made by Alderman Harbin, seconded by Alderman McDowell to approve Resolution No. 20-23. A unanimous voice vote indicated approval.

Resolution No. 20-23 Approved

- E. **Resolution No. 20-24** – A resolution requesting the General Assembly to amend the Private Act Charter of the City of Portland, TN. (Article III Legislative Body Section 15)

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve Resolution No. 20-24. A unanimous voice vote indicated approval.

Resolution No. 20-24 Approved

- F. **Resolution No. 20-25** – A resolution requesting the General Assembly to amend the Private Act Charter of the City of Portland, TN. (Article IV Ordinances Section 3)

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve Resolution No. 20-25. A unanimous voice vote indicated approval.

Resolution No. 20-25 Approved

- G. **Resolution No. 20-26** – A resolution to authorize the relocation of a traffic signal.

Motion was made by Alderman Hall, seconded by Alderman Harbin to approve Resolution No. 20-26. A unanimous voice vote indicated approval.

Resolution No. 20-26 Approved

20. Airport – Vice- Mayor John Kerley

No items

21. Technology – Mayor Mike Callis

No items

22. Preservation – Beautification – Vice-Mayor John Kerley

No items

Adjournment

Mayor Callis adjourned the meeting at 6:47 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder