

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

March 16, 2020

1. **Call to Order** - Mayor Callis called the meeting to order at 5:13 P.M.
2. **Prayer/Pledge** – Bro. Bob Moon from First Baptist Church offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met in regular session on March 16, 2020 with the following members in attendance: Alderman Mike Hall, Alderman Drew Jennings, Vice-Mayor John Kerley, Alderman Jody McDowell and Alderman Brian Harbin. Alderman Thomas Dillard and Alderwoman Megann Thompson were absent. City Attorney John R. Bradley and City Recorder Patricia Keen were also present.
4. **Approval of Minutes from March 2, 2020 Council Meeting**
A motion was made by Alderman Jennings, seconded by Alderman McDowell 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 Alderman Jennings, seconded by Alderman McDowell to approve the agenda. A unanimous voice vote indicated approval of the agenda.

The agenda was approved.

6. **Presentations**
Chief Williams announced the promotion of Toby Sabie to Lieutenant.
7. **Communications from Mayor/Aldermen**
Mayor Callis addressed the current issues of the Coronavirus. Naming off areas that are closing and stressing social distancing. The city is trying to do business as needed with drive thru only, business by phone, limiting exposure and closing park events.
8. **Public Recognition**
No one spoke.

9. Alcoholic Beverage Board – Alderman Brian Harbin

- A. Application from - Tri Star Energy, LLC – DBA Sudden Service #0056
100 Hwy 52 West, Portland, TN – **change of ownership**

Motion was made by Alderman Harbin, seconded by Alderman McDowell to approve the beer permit for Sudden Service #0056. A voice vote indicated approval.

Approval of Beer Permit for Sudden Service #0056

10. Public Hearing

- A. Ordinance No. 20-08** – An ordinance to amend Ordinance No. 387, Combined Zoning Ordinance and the City of Portland 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.

No one spoke.

- 11. Departmental Reports** - Motion was made by Alderman McDowell, seconded by Alderman Harbin to approve the reports.

12. Human Resources – Mayor Mike Callis – No items.

13. Planning and Codes – Mike Hall

- A. Ordinance No. 20-08 – Second Reading** – An ordinance to amend Ordinance No. 387, Combined Zoning Ordinance and the City of Portland 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 Jennings to approve Ordinance No. 20-08 on second reading. A unanimous voice vote indicated approval.

Ordinance 20-08 Approved on Second Reading

B. Parks and Recreation – Thomas Dillard

A. Discussion – Update on the Robert Coleman Center

Mayor Callis reported the metal had been taken off the front and found the holes were filled in with what ever they had at that time. Will have to make decision later on how to make repairs.

B. Discussion

Mayor Callis announced the April 4, 2020 Block Party for Census and April 5, 2020 Easter Egg Hunt has been canceled. Will be making a decision at the April 20 council meeting on the 79th Strawberry Festival.

14. Public Works & Utilities – Jody McDowell

- A. Ordinance No. 20-14 - Second Reading** – An ordinance authorizing an agreement between the City of Portland and Jacobs Engineering Inc. for the wastewater treatment plant construction, engineering and inspection services for Phase 2 (Task Order #15).

Motion was made by Alderman McDowell, seconded by Alderman Harbin to approve Ordinance No. 20-14 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 20-14 Approved on Second Reading

- B. Ordinance No. 20-15 – Second Reading** – An ordinance authorizing an agreement between the City of Portland and OHM Advisors for the 2020 Water Model Update and Hydraulic Analysis.

Motion was made by Alderman McDowell, seconded by Alderman Jennings to approve Ordinance No. 20-15 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 20-15 Approved on Second Reading

- C. Resolution No. 20-51** - A resolution authorizing a change order in the increased amount of \$13,000 to the Hethcoat and Davis Engineering agreement for 2019 Lyon Drive Gravity Sewer Force Main and Lift Station Improvements.

Motion was made by Alderman McDowell, seconded by Alderman Jennings to approve Resolution No. 20-51. A unanimous voice vote indicated approval.

Resolution No. 20-51 Approved

- D. Ordinance No. 20-17 - First Reading** - An ordinance to authorize acceptance of best bids for various chemicals for the City of Portland, for the period April 2020 through April 2021.

Motion was made by Alderman McDowell, seconded by Alderman Harbin to approve Ordinance No. 20-17 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 20-17 Approved on First Reading

- E. Presentation on Mitchellville sewer rates**

Bryan Price, Dept. of Utilities explained that a resolution and agreement was approved and signed August 1999 with the City of Mitchellville for sewer rates at \$2.30 per 1,000 gallons. Since that time, there was an increase to \$2.64 per 1,000 gallons. Recommendations for Mitchellville sewer residents to pay 75% - \$8.63 sewer rate. After a lengthy discussion, it was recommended to bring back for approval to give Mitchellville customers notice and beginning July 1 they would pay an inside city limits sewer rate.

- F. Discuss sewer moratorium tap release**

Bryan Price announced the sewer availability moratorium partial relief for the City of Portland has come in at 2428 being available. The city was divided into seven areas with availability only in four areas. He felt the city was making big progress and hopes to get even better.

- G. Discuss water tap approvals**

Bryan Price requested water tap approvals be done by the city council since they are the Utility Board. He recommends the council approve a resolution for water and sewer taps for subdivisions of 2 lots or more and only good for so long.

15. Police Department – Drew Jennings

- A. Resolution No. 20-52** - A resolution authorizing the purchase of a 2020 Ford Explorer for the Police Department not to exceed \$42,000 from a dealership under the state contract.

Motion was made by Alderman Jennings, seconded by Alderman McDowell to approve Resolution No. 20-52. A unanimous voice vote indicated approval.

Resolution No. 20-52 Approved

16. Fire Department – Brian Harbin – No items.

17. Finance – Megann Thompson

- A. Resolution No. 20-53** - A resolution authorizing the issuance, sale and payment of up to \$19,000,000 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 Vice Mayor Kerley, seconded by Alderman Jennings to approve Resolution No. 20-52. A unanimous voice vote indicated approval.

Resolution No. 20-52 Approved

- B. Resolution No. 20-54** - A resolution to authorize paving to be done with funding from the unassigned fund balance.

Motion was made by Vice Mayor Kerley, seconded by Alderman Jennings to approve Resolution No. 20-54. A unanimous voice vote indicated approval.

Resolution No. 20-54 Approved

18. Legislative – Mayor Mike Callis

- A. Ordinance No. 20-16 - Second Reading** – An ordinance to amend Title 2, Chapter 1, Section 2-103, of the Portland Municipal Code, Cable TV Commission.

Motion was made by Alderman Jennings, seconded by Vice Mayor Kerley to approve Ordinance No. 20-16 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 20-16 Approved on First Reading

19. Airport – Vice- Mayor John Kerley - No items.

20. Technology – Mayor Mike Callis – No items.

21. Preservation – Beautification – Vice-Mayor John Kerley – No items.

Adjournment

Mayor Callis adjourned the meeting at 6:54 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder