Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

May 18, 2020

Pursuant to Governor Lee's Executive Order No. 16 the City Council meeting was held by electronic means.

1. **Call to Order -** Mayor Callis called the meeting to order at 5:01 pm via electronically.

2. **Prayer/Pledge** – Mayor Callis offered the Invocation and the Pledge of Allegiance.

3. **Roll Call -** The Portland Board of Mayor and Aldermen met via electronic means as allowed by the State of TN Executive Order No. 16, on May 18, 2020 with the following members in attendance: Alderman Thomas Dillard, Alderman Mike Hall, Alderman Brian Harbin, Alderman Drew Jennings, Vice-Mayor John Kerley, Alderman Jody McDowell and Alderwoman Megann Thompson. City Attorney John R. Bradley and City Recorder Patricia Keen were also present.

4. **Approval of Minutes from May 4, 2020 Council Meeting**
   A motion was made by Alderman McDowell, seconded by Alderman Harbin to approve the minutes as presented. A unanimous roll call vote indicated approval.

   The minutes were approved.

5. **Approval of Agenda** A motion was made by Alderman Dillard, seconded by Alderman Hall to approve the agenda. A unanimous roll call vote indicated approval of the agenda.

   The agenda was approved.

6. **Communications from Mayor/Aldermen**
   Alderman McDowell hopes everyone is getting out and enjoying the sunshine. Mayor Callis reported updates on the Covid-19, Senior parade was Saturday and had a great time, have received mask from the State and passing them out, pulled bond on Waverly Point and had to spend more than bond on paving, was awarded a TAP Grant for ADA sidewalks, waiting on more information on the time frame of when we have to spend it, will be talking with Jamie White, Park Director on the whether or not the city pool can be opened, if not this will be approx.. saving of $47,000 on not opening the pool, hopefully will have the council meeting back at the library on June 22, city buildings will being opening in June 1 and city court will be back in session in June, and Jim Courtney Road is back open for traffic, hoping to get it paved after the sewer project.

7. **Public Recognition**
   Bobby Worman, Mayor of the City of Mitchellville – spoke on the sewer rate increase for the City of Mitchellville. He was concerned with the City of Portland raising the rate higher than the Portland residents. He said the City of Portland only processes Mitchellville's sewer and nothing else, Mitchellville takes care of the pump system. There are a lot of older people living in Mitchellville that are on a fixed income and he doesn't feel this is the right thing to do to them. The Mitchellville

customers have to pay a processing fee but the City of Mitchellville is not making a profit on that. He would to be fair and is asking to hold off on the vote for more discussion later.

8. Alcoholic Beverage Board – Alderman Brian Harbin

A. Application from – Toni Butterworth and Jessica Smalling – DBA - The County Line Saloon, 5733 Hwy 31W, Portland, TN

Alderman Harbin called this portion of the meeting to order. Alderman McDowell asked the applicates that were on the electronic meeting if they had purchased the business. Toni Butterworth and Jessica Smalling, applicates for the beer permit for The County Line Saloon answered they had purchased the business and it would be under new ownership. Motion was made by Alderman McDowell, seconded by Alderman Dillard to approve application for a beer permit for The County Line Saloon. A unanimous roll call vote indicated approval.

Beer Permit Approved for The County Line Saloon

9. Public Hearing - None

10. Departmental Reports - Motion was made by Alderman Dillard, seconded by Alderwoman Thompson to approve the reports. A roll call vote indicated approval of the monthly reports.

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

12. Planning and Codes – Mike Hall – No items.

13. Parks and Recreation – Thomas Dillard – No items.

14. Public Works & Utilities – Jody McDowell

A. Ordinance No. 20-18 - Second Reading – An ordinance authorizing the City of Portland to charge the City of Mitchellville sewer customers the current City of Portland inside sewer rates effective July 1, 2020.

Motion was made by Alderman McDowell, second by Alderman Dillard to discuss Ordinance No. 20-18. Question was asked about cost to treat each customer but said this is hard to determine. Vice Mayor Kerley asked about doing a cost analysis and what if Portland annexed Mitchellville. Attorney Bradley stated the City of Mitchellville would have to have a referendum to vote to withdraw their charter and another referendum to vote if they want to be in the City of Portland. He added they can't be put in the City of Portland and still be a city. City Planner Richard Donovan reported one a concern that Mitchellville is not in Portland's Urban Growth Boundary and until they are, can't be annexed. Mayor Callis stated Portland had met with the Mayor of Mitchellville last year regarding rates. The contract was created in 1999 to 2003 and was not a fair contract. City of Mitchellville has not had a rate increase ever. The location of the master meter was discussed and how it needs to be moved. The billing for the sewer is based on water usage and is handled the same way White House utility customers are. Motion was made by Vice Mayor Kerley, seconded by Alderman Harbin to table Ordinance No. 20-18 until the July 6, 2020 council meeting. A unanimous roll call vote indicated

Ordinance No. 20-18 was Tabled

B. Resolution No. 20-61 - A resolution authorizing a change order no. 2 in the increased amount of $2,232 for Hethcoat and Davis engineering agreement for 2019 Lyon Drive Gravity Sewer Force Main and Lift Station Improvements.

Motion was made by Vice Mayor Kerley, seconded by Alderman Harbin to approve Resolution No. 20-61. A unanimous roll call vote indicated approval.

Resolution No. 20-61 Approved

C. Resolution No. 20-62 - A resolution authorizing a change order no. 2 in the increased amount of $7,000 for Contracting Services, Inc for the 2019 Lyon Drive Gravity Sewer Force Main and Lift Station Improvements.

Motion was made by Alderman Harbin, seconded by Alderman McDowell to approve Resolution No. 20-62. A unanimous roll call vote indicated approval.

Resolution No. 20-62 Approved

D. Resolution No. 20-63 - A resolution authorizing change order no. 1 in the amount of $4,000 for additional surveying with L. I. Smith and Associates, Inc. for the 2019 East Sewer Interceptor from Village Drive to the Waste Water Treatment Plant.

Motion was made by Alderman McDowell, seconded by Vice Mayor Kerley to approve Resolution No. 20-63. A unanimous roll call vote indicated approval.

Resolution No. 20-63 Approved

15. Police Department – Drew Jennings – Not items.

16. Fire Department – Brian Harbin – No items.

17. Finance – Megann Thompson

A. Resolution No. 20-64 – A resolution authorizing the City of Portland to enter into an agreement with Wiley Bros. – Aintree Capital, LLC as underwriter for the 2020 issuance of Water and Sewer Revenue Bonds**.**

Motion was made by Alderwoman Thompson, seconded by Alderman Harbin to approve Resolution No. 20-64. A unanimous roll call vote indicated approval.

Resolution No. 20-64 Approved

B. Discussion – GO Budget and Enterprise Budget

Doug Yoeckel, Finance Director explained key assumptions for the GO Budget. Stating departments still need to conserve this fiscal year, not knowing how the state revenues will turn out in the end. Noted by not opening the city pool there will be a slight saving from it that can roll over to next year. Yoeckel continued on to the FY 2021 budget saying still a very conservative budget. Revenue will still be an issue, not knowing what will get on property taxes. He added there are no project in this budget, recommended to defer pay increase until 1/1/21 and freeze hiring. Don't know about any increases with health insurances but did build in a 2.5% increase and TCRS will be reduced only on the city side. Yoeckel continued with the Enterprise

Budgets stating they will be the same with no major projects except for one needed to be continued in utilities

18. Legislative – Mayor Mike Callis

A. Ordinance No. 20-19 - Second Reading – An ordinance to donate property located on Strawberry Street to Habitat for Humanity.

Motion was made by Alderman Harbin, seconded by Alderman Hall to approve Ordinance No. 20-19 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-19 Approved on Second Reading

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

Vice Mayor Kerley reported bids had been opened for the south taxi way at a 95/5 grant contract.

20. Technology – Mayor Mike Callis – No items.

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

Adjournment

Motion was made by Alderman Harbin, second by Alderman McDowell to adjourn the meeting at 6:44 pm.

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Mike Callis, Mayor Patricia Keen, City Recorder