

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

December 7, 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 5:00 P.M. 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 December 7, 2020 with the following members in attendance: Alderwoman Penny Barnes, Alderman Thomas Dillard, Alderman Mike Hall, Alderman Drew Jennings, Alderman Jody McDowell, Alderwoman Megann Thompson and Alderman Brian Woodall. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from November 2, 2020 Council Meeting**
A motion was made by Alderman Dillard, seconded by Alderwoman Thompson 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**
Alderwoman Thompson welcomed the new Aldermen to the council. Mayor Callis thanked everyone on the great job of the tree lighting. He also updated the Covid information.
7. **Public Recognition** – No one spoke.
8. **Departmental Reports** - Motion was made by Alderman Dillard, seconded by Alderman McDowell to approve the reports. A roll call vote indicated approval of the monthly reports.
9. **Resolution No. 20-155** - A resolution providing for the appointment of Vice-Mayor for the City of Portland.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to nominate Drew Jennings for Vice Mayor and to approve Resolution No. 20-155 nominations. A unanimous roll call voice vote indicated approval.

Resolution No. 20-155 Approved
10. **Human Resources – Penny Barnes**

A. Ordinance No. 20-61 - First Reading – An ordinance of the adoption of a schedule of authorized positions for the City of Portland.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Ordinance No. 20-61 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-61 Approved on First Reading

11. Planning & Codes – Megann Thompson

A. Resolution No. 20-154 - A resolution to authorize the mayor to enter into a Standard Site Development Agreement when no city funds are being contributed in accordance with the Portland Zoning Ordinance.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Resolution No. 20-154. A unanimous roll call vote indicated approval.

Resolution No. 20-154 Approved

B. Ordinance No. 20-57 - First Reading – An ordinance to amend the City of Portland zoning map by rezoning 227 Briley Lane, Map 200, Parcel 001.03 from County RR (Rural Residential) to RS-40 (Low Density Residential).

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Ordinance No. 20-57 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-57 Approved on First Reading

C. Ordinance No. 20-58 - First Reading – An ordinance to amend the City of Portland zoning map by rezoning 1102 Gateview Drive (Map 34, Parcel 140.00) from County RR (Rural Residential) and GCS (General Commercial Service) to RS-40 (Low Density Residential).

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve Ordinance No. 20-58 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-58 Approved on First Reading

D. Ordinance No. 20-59 - First Reading – An ordinance to amend Ordinance No. 387, Combined Zoning Ordinance and the City of Portland and the Portland Planning Region, Article VI: Provisions Governing Residential Districts by adding Chapter 6. Accessory Dwelling Units (ADU).

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Ordinance No. 20-59 on first reading. After a lengthy discussion on how the definition and how it would be policed, a motion was made by Vice Mayor Jennings, second by Alderwoman Barnes to defer Ordinance No. 20-59 to the February 1, 2021 council meeting after the Planning Commission discuss it again. A roll call vote indicated to defer.

Ordinance No. 20-59 Approved Deferred

E. Ordinance No. 20-60 - First Reading – An ordinance to amend Ordinance No. 387, combined Zoning Ordinance and the City of Portland and the Portland Planning Region, by amending

Article III: Construction of Language and Definitions, Chapter 2. Definitions of Terms by Amending the Definition of Dwelling, Semi-Detached.

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Ordinance No. 20-60 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-60 Approved on First Reading

12. Parks & Recreation – Thomas Dillard – No items

13. Public Works & Utilities – Brian Woodall

- A. Resolution No. 20-164** – A resolution authorizing the purchase of a Takeuchi TL8R2 Track Loader for the City of Portland Stormwater Department.

Motion was made by Alderman Woodall, seconded by Vice Mayor Jennings to approve Resolution No. 20-164. A unanimous roll call vote indicated approval.

Resolution No. 20-164 Approved

- B. Resolution No. 20-165** – A resolution authorizing the purchase of a Takeuchi Excavator for the City of Portland Stormwater Department.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolution No. 20-165. A unanimous roll call vote indicated approval.

Resolution No. 20-165 Approved

- C. Resolution No. 20-166** – A resolution authorizing the purchase of a 14” Planer Milling Machine for the City of Portland Streets and Stormwater Department.

Motion was made by Alderman Hall, seconded by Alderman Dillard to approve Resolution No. 20-166. A unanimous roll call vote indicated approval.

Resolution No. 20-166 Approved

- D. Resolution No. 20-168** – A resolution to approve expenditures due to the emergency repair of the Fournier Rotary Sludge Press at the City of Portland Wastewater Treatment Plant to ensure environmental compliance as per our permit requirements from the Tennessee Department of Environment and Conservation.

Motion was made by Alderman Dillard, seconded by Alderwoman Barnes to approve Resolution No. 20-168. A unanimous roll call vote indicated approval.

Resolution No. 20-168 Approved

- E. Ordinance No. 20-62 – First Reading** – An ordinance to enter an agreement with the State of Tennessee Department of Transportation Division of Freight & Logistics to provide railroad crossing improvements at crossing 343-773P East Market Street (0AG34) at CSX Transportation Railroad, log mile 0.08 in Portland, TN.

Motion was made by Alderman McDowell, seconded by Vice Mayor Jennings to approve Ordinance No. 20-62 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-62 Approved on First Reading

- F. Ordinance No. 20-63 – First Reading** - An ordinance to enter an agreement with the State of Tennessee Department of Transportation Division of Freight & Logistics to provide railroad crossing improvements at crossing 343-772H Main Street (0AG11) at CSX Transportation Railroad, log mile 0.08 in Portland, TN.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Ordinance No. 20-63 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-63 Approved on First Reading

- G. Ordinance No. 20-64 – First Reading** – An ordinance to enter an agreement with the State of Tennessee Department of Transportation Division of Freight & Logistics to provide railroad crossing improvements at crossing 343-771B East McGlothlin Street (02067) at CSX Transportation Railroad, log mile 0.07 in Portland, TN.

Motion was made by Alderman McDowell, seconded by Alderman Hall to approve Ordinance No. 20-64 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-64 Approved on First Reading

- H. Discussion** – Lyon Crest Subdivision traffic calming strips

Mayor Callis explained the request from homeowners within Lyon Crest Subdivision regarding traffic and speeding. Chief Williams reported the Police Department has been patrolling the area but find it hard to park in the subdivision. Calming strips have been looked at for slowing down the traffic in the subdivision. Chief Williams added the traffic is from people cutting through the area from College Street to Hwy 52 and vice-versa. Hoping when the stop light is installed it will help with traffic. It was agreed to wait on calming strips until stop light is installed and see if it helps with the traffic in the area.

14. Police Department – Drew Jennings – No items

15. Fire Department – Jody McDowell – No items

16. Finance – Penny Barnes

- A. Resolution No. 20-156** - A resolution authorizing one change orders in the net amount of an addition of \$11,964.24 and an amendment of one change order for a reduction of \$9,500.94 to the contract with Baron Construction for the city hall renovation/addition project.

Motion was made by Alderman McDowell, seconded by Alderwoman Barnes to approve Resolution No. 20-156. A unanimous roll call vote indicated approval.

Resolution No. 20-156 Approved

- B. Resolution No. 20-157** - A resolution to appropriate up to \$30,000 for pay range and wage adjustments for Portland Firefighters.

Motion was made by Alderman McDowell, seconded by Alderwoman Barnes to approve Resolution No. 20-157. A unanimous roll call vote indicated approval.

Resolution No. 20-157 Approved

17. Legislative – Mayor Mike Callis

- A. Resolution No. 20-158** - A resolution to petition the Tennessee Department of Transportation for high mast lighting at I-65 Exit 121.

Motion was made by vice Mayor Jennings, seconded by Alderman Hall to approve Resolution No. 20-158. A unanimous roll call vote indicated approval.

Resolution No. 20-158 Approved

- B. Resolution No. 20-159** - A resolution to appoint a new member, Gail Gentry to the Portland Municipal Regional Planning Commission.

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve Resolution No. 20-159. A unanimous roll call vote indicated approval.

Resolution No. 20-159 Approved

- C. Resolution No. 20-160** - A resolution to appoint one member, Chirag Patel to the Portland Industrial Development Board.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Resolution No. 20-160. A unanimous roll call vote indicated approval.

Resolution No. 20-160 Approved

- D. Resolution No. 20-161** - A resolution to appoint one member, Alderman Mike Hall to the Portland Airport Authority.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Resolution No. 20-166. A roll call vote indicated approval with Alderman Hall abstaining.

Resolution No. 20-166 Approved

- E. Resolution No. 20-167** – A resolution to acknowledge the appointment of one member, Alderwoman Megann Thompson of the City Council to the Portland Regional Planning Commission.

Motion was made by Alderman Hall, seconded by Alderman Dillard to approve Resolution No. 20-167. A roll call vote indicated approval with Alderwoman Thompson abstaining.

Resolution No. 20-167 Approved

F. Resolution No. 20-162 - A resolution to authorize the extension of the Realtor of Record agreement with Realtor Derrick Miller of Exit Garden Gate.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Resolution No. 20-162. A unanimous roll call vote indicated approval.

Resolution No. 20-162 Approved

G. Resolution No. 20-163 - A resolution to authorize the revision of the listing agreement with Derrick Miller of Exit Garden Gate to reduce the price of property on Highway 52 West.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolution No. 20-163. A roll call vote of four aye and three nay indicated approval.

Resolution No. 20-163 Approved

H. Discussion – Title 8, Chapter 1, Section 8-111 – Intoxicating Liquors, Limitations as to Residency – Attorney John Bradley

City Attorney, Bradley informed the council, someone out of state is looking to open a liquor store within the city limits of Portland. Section 8-111 of the City of Portland Municipal Code states the licensees shall be a resident of Sumner or Robertson County, Tennessee for one -year prior application. It is suggested by Mr. Bradley the limitations of residency be amended. He stated he would present an ordinance to council for vote regarding this amendment.

18. Airport – Mike Hall – No items

Adjournment

Motion was made to adjourned the meeting at 7:20 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder