

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

January 4, 2021

Pursuant to Governor Lee's Executive Order No. 71 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 January 4, 2021 with the following members in attendance: Alderwoman Penny Barnes, Alderman Thomas Dillard, Alderman Mike Hall, Vice Mayor 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 December 7, 2020 Council Meeting**
A motion was made by Alderwoman Thompson, seconded by Alderman McDowell 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 Alderwoman Thompson, seconded by Vice Mayor Jennings to approve the agenda. Additions and deletions were as follows: Delete Ordinance 20-59; Additions: Resolution No. 21-04, No. 21-05, No. 21-06, No. 21-07, No. 21-08 and discuss murals. A unanimous roll call vote indicated approval of the agenda.
The agenda was approved.
6. **Communications from Mayor/Aldermen**
Mayor Callis updated the following projects; the red light at the intersection of Hwy 109 and 31W will go flashing for a period of time and then removed and installed at intersection of Hwy 52 and Searcy Lane; traffic mirrors for the intersection of McGlothlin and Wheeler Street will be added to the CSX project; virus vaccinations will be by appointment only and can contact the Health Department for this.
7. **Public Recognition** – No one spoke.
8. **Public Hearing**
 - A. **Ordinance No. 20-57** – 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).

No one spoke.

- B. Ordinance No. 20-58** - 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).

No one spoke.

- C. Ordinance No. 20-59** - 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).

Deleted from agenda.

- D. Ordinance No. 20-60** - 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.

No one spoke.

- E. Resolution No. 21-02** - A resolution in support of a fiscal year 2021 Community Development Block Grant application.

Matt Von Lunen with GNRC presented the reason for the public hearing. He explained that the funding for the grant will come from Federal HUD funds passed through the Tennessee Department of Economic & community Development to the grantee, the City of Portland. The funds must be used to benefit the lower/middle income population, prevent slums/blighted areas, or for imminent safety concerns. This is the regular round annual CDBG process. Portland can have only one regular round project open at a time. It currently does not have any open and is eligible to apply.

Potential projects that qualify for funding include water and sewer line extensions, system upgrades, housing revitalization, commercial façade, and community livability. Utility projects can request up to \$630,000, housing project funding requests can be as high as \$525,000, and the cap for community livability projects is \$420,000. This is because of Sumner County's 3-Star status. Also, this is not a 100% grant, so the city will need to match at least 14% of the project costs. This is an 8% reduction from the standard amount due to the County's 3-Star status and a reduction permitted by ECD to address the fiscal impact of COVID-19 on local government budgets.

Following a successful application and project, a second public hearing will be held to discuss its accomplishments.

City official noted the need for telemetry on lift stations. Help with employees not needing to go out and about. City is considering looking at this as an 80/20 grant to give some over match and improve its chances. The mayor said they have 87 or some odd lift stations in need of these upgrades. A question about the grant process and timeline was raised. Matt told the group that we would hear around September or October if we are successful and would likely not be issuing a contract for construction until early 2022.

- 9. Departmental Reports** - Motion was made by Alderwoman Thompson, seconded by Alderman Hall to approve the reports. A roll call vote indicated approval of the monthly reports as presented.

10. Human Resources – Penny Barnes

- A. Ordinance No. 20-61 - Second 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 second reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-61 Approved on Second Reading

11. Planning & Codes – Megann Thompson

- A. Resolution No. 21-04** – A resolution adopting a plan of services for the annexation at 227 Briley Lane, Map 20, Parcel 001.03, containing 2.5 acres upon written consent of the owner.

Motion was made by Alderwoman Thompson, seconded by vice Mayor Jennings to approve Resolution No. 21-04. A unanimous roll call vote indicated approval.

Resolution No. 20-04 Approved

- B. Resolution No. 21-05** – A resolution annexing property at 227 Briley Lane, Map 20, Parcel 001.03, containing 2.5 acres upon written consent of the owner.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Resolution No. 21-05. A unanimous roll call vote indicated approval.

Resolution No. 20-05 Approved

- C. Ordinance No. 20-57 – Second 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 Vice Mayor Jennings to approve Ordinance No. 20-57 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-57 Approved on Second Reading

- D. Resolution No. 21-06** – A resolution adopting a plan of services for the annexation at 1102 Gateview Drive, Map 34, Parcel 140.00.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Resolution No. 21-06. A unanimous roll call vote indicated approval.

Resolution No. 20-06 Approved

- E. Resolution No. 21-07** – A resolution annexing property at 1102 Gateview Drive, Map 34, Parcel 140.00, containing 3.44 acres upon written consent of the owner.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Resolution No. 21-07. A unanimous roll call vote indicated approval.

Resolution No. 20-07 Approved

- F. Ordinance No. 20-58 - Second 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 Alderwoman Thompson, seconded by Alderman McDowell to approve Ordinance No. 20-58 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-58 Approved on Second Reading

- G. Ordinance No. 20-59 - Second 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).

Pulled from Agenda

- H. Ordinance No. 20-60 - Second 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 Woodall to approve Ordinance No. 20-60 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-60 Approved on Second Reading

- I. Resolution No. 21-08** – A resolution authorizing a joint application with other jurisdictions within Sumner County to be submitted to the State of Tennessee Department of Transportation for an Urban Transportation Planning Grant.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Resolution No. 21-08. A unanimous roll call vote indicated approval.

Resolution No. 20-08 Approved

- J. Ordinance No. 21-01 – First Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning 1035 and 1041 Gateview Drive, Map 34, Parcel 132.00 and 131.00 From GCS (General Commercial Service) to RM-1 (High Density Residential).

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 21-01 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-01 Approved on First Reading

12. Parks & Recreation – Thomas Dillard – No items

13. Public Works & Utilities – Brian Woodall

- A. Ordinance No. 20-62 – Second 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 Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 20-62 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-62 Approved on Second Reading

- B. Ordinance No. 20-63 – Second 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 Alderman Hall, seconded by Alderwoman Barnes to approve Ordinance No. 20-63 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-63 Approved on Second Reading

- C. Ordinance No. 20-64 – Second 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 Woodall, seconded by Alderman Hall to approve Ordinance No. 20-64 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 20-64 Approved on Second Reading

- D. Resolution No. 21-09** - A resolution authorizing a final adjusting change order (No. 3) to the agreement between the City of Portland, TN and SBW Constructors.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Resolution No. 21-09. A unanimous roll call vote indicated approval.

Resolution No. 20-09 Approved

- E. Discussion – Purchase of an air curtain burner**

Mayor Callis expressed his concerns of the cost related to grinding and removal of brush at an approx. cost of \$70,000 per year. Have gotten a quote from Air Burners for an above ground air curtain burner at approx. \$120,000. This container can be moved to sites to burn wood waste. Carlton Cobb reported the city collects brush and have to get it grinded up, with this equipment it would reduce the cost for the city in the long run.

- F. Discussion – Street sweeper**

Alderman Woodall stated he had an interest in a street sweeper for the city. Feels it would be nice for everyday use for the public safety. Carlton Cobb suggested getting a demo from Stringfellow.

- G. Discussion – Safety around demoed property**

There have been some concerns regarding a property being demoed. Johnny Morris reported he has checked with other city and they do not require silk fencing during demo, but a permit is needed. More requirements could be added to the demo application if approved by council. Property in question did not obtain a permit, was not aware one was needed. Hope this problem was solved now with permit.

H. Discussion – Dealing with murals

Planning Department has looked at other city's and they have some regulations. Alderman Woodall said he doesn't think Portland has any regulations. May need to look at sign ordinance.

14. Police Department – Drew Jennings – No items

15. Fire Department – Jody McDowell – No items

16. Finance – Penny Barnes

17. Legislative – Mayor Mike Callis

A. Resolution No. 21-01 - A resolution to appoint Vice-Mayor Drew Jennings to the West Fork Drakes Creek Dam and Reservoir Interstate Authority.

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Resolution No. 21-01. A unanimous roll call vote indicated approval.

Resolution No. 21-01 Approved

B. Resolution No. 21-02 - A resolution in support of a fiscal year 2021 Community Development Block Grant application.

Motion was made by Alderman McDowell, seconded by Alderman Woodall to approve Resolution No. 21-02. A unanimous roll call vote indicated approval.

Resolution No. 21-02 Approved

C. Resolution No. 21-03 – A resolution to appoint an Alcohol Beverage Board Chairman.

Motion was made by Alderman Woodall to nominate Jody McDowell for the chairman of the Alcohol Beverage Board, seconded by Vice Mayor Jennings to approve Resolution No. 21-03 for Alderman Jody McDowell for the chairman Alcohol Beverage Board. A unanimous roll call vote indicated approval.

Resolution No. 21-03 Approved

18. Airport – Mike Hall – No items

Adjournment

Motion was made to adjourned the meeting at 6:44 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder