

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

March 1, 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 5:15 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 March 1, 2021 with the following members in attendance: Alderwoman Penny Barnes, Alderman Thomas Dillard, Alderman Mike Hall, Vice Mayor Drew Jennings, Alderman Jody McDowell joined meeting at 6:00, Alderwoman Megann Thompson and Alderman Brian Woodall. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from February 1, 2021 Council Meeting**
A motion was made by Alderman Hall, seconded by Alderman Dillard 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 Hall, seconded by Alderwoman Thompson to approve the agenda. Additions were as follows: Additions: Resolution No. 21-30 under Utilities and Resolution No. 21-31 under Finance. A unanimous roll call vote indicated approval of the agenda.
The agenda was approved.
6. **Communications from Mayor/Aldermen**
Mayor Callis reminded council members to make sure and get their required Utility Board training. He also updated everyone on city hall renovations.
7. **Public Recognition** – No one spoke.
8. **Alcoholic Beverage Board – Alderman Jody McDowell, chairman**
 - A. Application from – Family Dollar Store #23827
Location: 112 B West Knight Street, Portland, TN

Alderman McDowell noted application for a beer permit from Family Dollar was presented with all approved documents. Motion was made by Alderwoman Thompson, seconded by Alderman Hall to approve. A unanimous roll call vote indicated approval of the beer permit for Family Dollar Store #23827.

Beer Permit Approved

8. Public Hearing

- A. Ordinance No. 21-04** - An ordinance to rename William Drive in Sumner County to East Williams Drive.

No one spoke.

9. Human Resources – Penny Barnes

- A. Ordinance No. 21-02 - Second Reading** – An ordinance to authorize the adoption of the Golf Course Assistant Superintendent position within the Parks Department for the City of Portland.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Ordinance No. 21-02 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-02 Approved on Second Reading

10. Planning & Codes – Megann Thompson

- A. Ordinance No. 21-04 - Second Reading** – An ordinance to rename William Drive in Sumner County to East Williams Drive.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Ordinance No. 21-04 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-04 Approved on Second Reading

- B. Ordinance No. 21-09 - First Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning 102, 104 & 106 West Market Street, Map 33H, Group H, Parcel 03.00, 04.00 & 05.00 from R-7.5 (Medium Density Residential) and CBD (Central Business District) to RM-1 (High Density Residential).

Motion was made by Alderman Dillard, seconded by Alderwoman Barnes to approve Ordinance No. 21-09 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-09 Approved on First Reading

- C. Ordinance No. 21-11 - First Reading** – An ordinance to amend Title 12, Chapter 7, of the Portland Municipal Code.

Motion was made by Alderman Hall, seconded by Alderwoman Barnes to approve Ordinance No. 21-11 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-11 Approved on First Reading

11. Parks & Recreation – Thomas Dillard

- A. Discussion** – Meadow Brook Park playground being installed now.

12. Public Works & Utilities – Brian Woodall

- A. Ordinance No. 21-08 – Second Reading** – An ordinance authorizing the approval of funding from the 2020 Water Sewer Bond for the Gravity Sewer Interceptor Line.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 21-08 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-08 Approved on Second Reading

- B. Resolution No. 21-17** - A resolution authorizing a final adjusting change order in the decreased amount of \$3,381.66 for Perdue Trucking and Excavating for the W. B. Dye Waterline Replacement Project.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Resolution No. 21-17. A unanimous roll call vote indicated approval.

Resolution No. 21-17 Approved

- C. Resolution No. 21-18** - A resolution authorizing the purchase of one 2021 Ram 5500 heavy duty service truck for the Gas Department from Chrysler Dodge Jeep Ram of Columbia, TN.

Motion was made by Vice Mayor Jennings, seconded by Alderman Woodall to approve Resolution No. 21-18. A unanimous roll call vote indicated approval.

Resolution No. 21-18 Approved

- D. Resolution No. 21-19** - A resolution authorizing the purchase of one 2021 Silverado crew cab 4WD for the Gas Department from Wilson County Motors.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolution No. 21-19. A unanimous roll call vote indicated approval.

Resolution No. 21-19 Approved

- E. Resolution No. 21-20** - A resolution authorizing the purchase of one 2021 Silverado crew cab 4WD for the Sewer Collection Department from Wilson County Motors.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Resolution No. 21-20. A unanimous roll call vote indicated approval.

Resolution No. 21-20 Approved

- F. Resolution No. 21-21** - A resolution to authorize the purchase of water hydrant flushing supplies from G & C Supply for the Water Distribution Department.

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

Resolution No. 21-21 Approved

- G. Resolution No. 21-22** - A resolution to authorize the purchase of a camera and lateral launch assembly supplies for the Sewer Collection Department camera van from UGG Supply.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Resolution No. 21-22. A unanimous roll call vote indicated approval.

Resolution No. 21-22 Approved

- H. Resolution No. 21-30** – a resolution authorizing an agreement between the City of Portland, TN and OHM Advisors to provide professional services to prepare an AWIA Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) for the water system.

Motion was made by Vice Mayor Jennings, seconded by Alderwoman Thompson to approve Resolution No. 21-30. A unanimous roll call vote indicated approval.

Resolution No. 21-30 Approved

- I. Ordinance No. 21-10 - First Reading** – An ordinance to enter an agreement with OHM Advisors to provide engineering services for the City of Portland Hwy 52 East and Kala Circle Sewer Improvements Project.

Motion was made by Alderwoman Barnes, seconded by Alderman Dillard to approve Ordinance No. 21-10 on first reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-10 Approved on First Reading

13. Police Department – Drew Jennings

- A. Ordinance No. 21-05 – Second Reading** - An ordinance to amend the City of Portland Municipal Code Title 6, Law Enforcement, by adding Chapter 3, titled Alarm Systems.

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve Ordinance No. 21-05 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-05 Approved on Second Reading

14. Fire Department – Jody McDowell

- A. Ordinance No. 21-06 - Second Reading** – An ordinance to amend the City of Portland Municipal Code Title 7, Fire Protection and Fireworks, by adding Chapter 7, titled Open Burn.

Motion was made by Alderman McDowell, seconded by Vice Mayor Jennings to approve Ordinance No. 21-06 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-06 Approved on Second Reading

15. Finance – Penny Barnes

- A. Resolution No. 21-31** – A resolution to amend Resolution No. 21-15 change order 43 to the contract with Baron Construction for the City Hall Renovation/Addition Project.

Motion was made by Alderwoman Barnes, seconded by Alderwoman Thompson to approve Resolution No. 21-31. A unanimous roll call vote indicated approval.

Resolution No. 21-31 Approved

- B. Resolution No. 21-29** - A resolution authorizing change orders for the contract with Baron Construction for the City Hall Renovation/Addition Project.

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Resolution No. 21-29. A unanimous roll call vote indicated approval.

Resolution No. 21-29 Approved

16. Legislative – Mayor Mike Callis

- A. Resolution No. 21-16** - A resolution to authorize option year three (3) with Retail Strategies at a cost of \$30,000 from the contract originally authorized by Resolution No. 19-36 in March 2019.

Motion was made by Alderman McDowell, seconded by Alderman Dillard to approve Resolution No. 21-16. A unanimous roll call vote indicated approval.

Resolution No. 21-16 Approved

- B. Resolution No. 21-23** - A resolution to define terms for the temporary use of the Moye-Green House in an agreement with the Portland History Museum.

Motion was made by Alderman Dillard, seconded by Vice Mayor Jennings to approve Resolution No. 21-23. A unanimous roll call vote indicated approval.

Resolution No. 21-23 Approved

- C. Resolution No. 21-24** - A resolution to re-appoint one member, Terri Law to the Portland Health and Education Facilities Board.

Motion was made by Alderman Hall, seconded by Alderman Dillard to approve Resolution No. 21-24. A unanimous roll call vote indicated approval.

Resolution No. 21-24 Approved

- D. Resolution No. 21-25** - A resolution to re-appoint one member, Tommy Whittaker to the Portland Industrial Development Board.

Motion was made by Alderman McDowell, seconded by Alderman Hall to approve Resolution No. 21-15. A unanimous roll call vote indicated approval.

Resolution No. 21-15 Approved

- E. Resolution No. 21-26** - A resolution to re-appoint one member, Philip Brown to the Portland Industrial Development Board.

Motion was made by Alderman McDowell, seconded by Alderman Hall to approve Resolution No. 21-26. A unanimous roll call vote indicated approval.

Resolution No. 21-26 Approved

- F. Resolution No. 21-27** - A resolution to re-appoint one member, Earl Whitmer to the Portland Airport Authority.

Motion was made by Alderman Hall, seconded by Alderman Woodall to approve Resolution No. 21-27. A unanimous roll call vote indicated approval.

Resolution No. 20-27 Approved

- G. Resolution No. 21-28** - A resolution to re-appoint one member, Fred Culbreath to the Portland Airport Authority.

Motion was made by Alderman Hall, seconded by Alderman McDowell to approve Resolution No. 21-28. A unanimous roll call vote indicated approval.

Resolution No. 21-28 Approved

17. Airport – Mike Hall

- A. Ordinance No. 21-07 - Second Reading** – An ordinance approving a contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for the Runway Rehabilitation final design and bidding.

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve Ordinance No. 21-07 on second reading. A unanimous roll call vote indicated approval.

Ordinance No. 21-07 Approved on Second Reading

Adjournment

Motion was made to adjourn the meeting at 6:46 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder