

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

January 10, 2022

1. **Call to Order** - Mayor Callis called the meeting to order at 5:02 P.M.
2. **Prayer/Pledge** – Mark Harrison offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on January 10, 2022, with the following members in attendance: Alderman Thomas Dillard, Vice Mayor Drew Jennings, Alderman Jody McDowell, Alderwoman Megann Thompson, and Alderman Brian Woodall. Alderwoman Penny Barnes and Alderman Mike Hall were absent. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from December 6, 2021, Council Meeting**
A motion was made by Alderman McDowell seconded by Vice Mayor Jennings to approve the minutes as presented. A unanimous voice vote indicated approval.
The minutes were approved.
5. **Approval of Agenda** A motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve the agenda. A unanimous voice vote indicated approval of the agenda.
The agenda was approved.
6. **Communications from Mayor/Aldermen**
Alderman Dillard questioned the events of voting and abstaining from a vote. He asked the City Attorney, Mr. Bradley to clarify. Mr. Bradley reported the mayor votes only in case of a tie and to abstain from voting is not counted as a “no” vote.

Alderwoman Thompson congratulated Mayor Callis on his completion of the Certified Public Manager program.

Mayor Callis thanked everyone and said his focus was on water and sewer. He also reported the Street Department did a fine job on snow removal. With the equipment they have the department was able to keep streets clean but no able to get to every road. More salt is on order and hopes to look into the brine system in the future. Sanitation Department did a fine job in the garbage pickups.
7. **Public Recognition** – None
8. **Presentation of Recognitions**
Portland High School 2021 Football Team for their notable accomplishment this season.
Linda Rogers for her completions of the Certified Municipal Finance Officer. (CMFO)
Brandon Roberts for his completions of the Comp TIA
9. **Public Hearing** – No hearings

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

10. Human Resources – Penny Barnes

- A. Resolution No. 22-04** - A resolution to grant extra sick time for City of Portland employees in 2022 for COVID only.

Motion was made by Alderman Dillard, seconded by Vice Mayor Jennings to approve Resolution No. 22-04. Motion was made by Alderman Woodall to amend Resolution No.22-04 by adding COVID sick time for 2021. A unanimous voice vote indicated approval as amended.

Resolution No. 22-04 Approved as amended

11. Planning & Codes – Megann Thompson

- A. Resolution No. 22-01** – A resolution adopting a plan of services for the annexation at unaddressed North Broadway (Map 16, P/O Parcel 44.01).

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Resolution No. 22-01. A unanimous voice vote indicated approval.

Resolution No. 22-01 Approved

- B. Resolution No. 22-02** – A resolution annexing property at unaddressed North Broadway & Magnolia Springs Road, also identified as Tax Map 16, P/O Parcel 44.01, Containing 5.90 acres upon written consent of the owner.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Resolution No. 22-02. A unanimous voice vote indicated approval.

Resolution No. 22-02 Approved

- C. Resolution No. 22-03** – A resolution requesting the Commissioner of the Tennessee Department of Economic and Community Development to dissolve the Municipal-Regional Planning Commission of the City of Portland and establish the Portland Municipal Planning Commission.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Resolution No. 22-03. A unanimous voice vote indicated approval.

Resolution No. 22-03 Approved

- D. Ordinance No. 22-01 – First Reading** – An ordinance to amend Article III. Construction of Language and Definitions; Chapter 2. Definition of Terms of the Zoning Ordinance to include the definition of a condominium dwelling.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 22-01 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-01 Approved on First Reading

12. Parks & Recreation – Thomas Dillard

A. Discussion

Mayor Callis introduced the idea of a new entrance or a boulevard from Jim Courtney Road to Old Westmoreland Road. OHM is doing a design of the park plan and will be taking a look at this idea. It would make traffic easier entering the park and hopes for good things happening in the city parks.

13. Public Works & Utilities – Brian Woodall

A. Discussion

Carlton Cobb, Public Works Director, offered information regarding the design of Scattersville Road paving work and hoping to get approval of a grant for part of the work. Cobb added there are other grants hoping to apply for on other paving projects for the spring.

Bryan Price, Utilities Director, lead a discussion regarding spending on water and sewer and how there is a plan for sewer, but water loss needs more help.

Next the discussion led to natural gas and a request for piping about 10 miles to reach Pleasant Grove Farms within the City of Westmoreland. The request is for a 750-home project with a 6-inch line needed for the project future loads. With this project, a building would be needed in Oak Grove with more employees and equipment. But with this, could expect an additional possibly 500-700 customers in the Westmoreland service area. Price added with a construction like this the Gas Department would have to borrow the money. City of Westmoreland would not be able to handle the sewer for this project and would have to do something. Price feels this project would be worth looking into.

The sewer system was discussed with City of Mitchellville already approved for 12 taps and Twin Lakes for 84 taps. Price reported City of Mitchellville has asked the city again for 25 more taps and would be up to the council to release more. Mayor Callis stated he has talked with Mayor Worman and need a new contract with them. He added Mitchellville needs help and more revenue. They will need to let us know where these taps are. Alderman Woodall doesn't feel we should give more taps to Mitchellville, concerned with our own problems.

14. Police Department – Drew Jennings – No items

15. Fire Department – Jody McDowell

A. Resolution No. 22-05 - A resolution to purchase a new fire engine and necessary equipment beginning in fiscal budget year 2022-2023 not to exceed \$975,000.

Motion was made by Alderman Dillard, seconded by Alderwoman Thompson to approve Resolution No. 22-05. A unanimous voice vote indicated approval.

Resolution No. 22-05 Approved

16. Finance – Penny Barnes

- A. Resolution No. 22-06** – A resolution to establish a policy to provide for funeral flowers/memorials for city employee, elected officials and their families.

Motion was made by Alderman Dillard, seconded by Alderwoman Thompson to approve Resolution No. 22-06. A voice vote indicated approval with Alderman Woodall voting no.

Resolution No. 22-06 Approved

- B. Ordinance No. 22-02 – First Reading** – An ordinance of the City of Portland, TN amending budget Ordinance No. 21-20 for the fiscal year beginning July 1, 2021, and ending June 30, 2022.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Ordinance No. 22-02 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-02 Approved on First Reading

- C. Resolution No. 22-07** – A resolution of the governing body of the City of Portland, TN authorizing the issuance, sale, and payment of interest-bearing General Fund Capital Outlay Notes – Police Cars and Equipment, Series 2022, in an amount not to exceed \$250,000 and refinancing two current Capital Outlay Notes in an amount not to exceed \$260,000, for total Capital Outlay Note not to exceed \$510,000, pursuant to the informal bid process.

Motion was made by Alderman McDowell, seconded by Alderman Woodall to approve Resolution No. 22-07. A voice vote indicated approval with Alderman Woodall voting no.

Resolution No. 22-07 Approved

17. Legislative – Mayor Mike Callis

- A. Ordinance No. 21-62 – Second Reading** – an ordinance to sell tracts of property on Sharon Drive and College Street as surplus property.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 21-62 on second reading. Motion was made by Alderman Woodall, seconded by Vice Mayor Jennings to amend the ordinance by adding “to creating a parking lot in its place”. A unanimous voice vote indicated approval as amended.

Ordinance No. 21-61 Approved on Second Reading as Amended

- B. Discussion** – Giving the old Farmers Bank building to the Chamber of Commerce – Alderman Woodall.

Alderman Woodall reported the Farmers Bank gave the old Farmers Bank building to the city. Mayor Callis said the Chamber of Commerce has said if they sale their current building they could use the money for remodeling. Sherri Ferguson, Director of the Chamber of Commerce reported they have storage in several different places and would like to stay in downtown area. The Chamber board is excited about this. Alderman Dillard questioned the value of the property to be giving it away. He also questioned the amount of money the city donates to the Chamber each year. Mrs. Ferguson reported the Strawberry Festival is a big event for Portland with an income estimate of \$15,000 for one vendor on that day. Very beneficial for Portland. She added the Chamber is not here to make money and the city donates 9% of the Chamber’s budget. Vice Mayor Jennings felt the City and Chamber go hand in hand.

18. Airport – Mike Hall

A. Ordinance No. 21-61 - 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 Construction Project.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 21-61 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 21-61 Approved on Second Reading

Adjournment

Motion was made to adjourn the meeting at 7:30 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder