

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

February 7, 2022

1. **Call to Order** - Mayor Callis called the meeting to order at 5:05 P.M.
2. **Prayer/Pledge** – Mark Alan offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on February 7, 2022, 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 January 10, 2022, Council Meeting**
A motion was made by Alderman Dillard seconded by Alderwoman Thompson 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 Vice Mayor Jennings, seconded by Alderman Woodall to approve the agenda. Mayor Callis asked to add Ordinance No. 22-11. A unanimous voice vote indicated approval of the agenda as amended.
The agenda was approved as amended.
6. **City Historian – Nathan Shadowens**
Nathan Shadowens reported the grand opening of the Moye Green House Portland Museum was a big turnout. The museum has been closed during the winter months and hopes to open back up in April or May. He also showed some old Farmers Bank bags and a bag from the Portland Bank that was in operation 1908-1926.
7. **Communications from Mayor/Aldermen**
Mayor Callis announced two employees had lost their homes due to fire, the Bruce and Briley families. Mayor reported on the traffic and weather damage to Hwy 109. The city has used 3 tons to repair some of the potholes on Hwy 109 and hoping TDOT will be coming soon to make repairs. Also, traffic lights have been changed and signs are being used to help with some of the traffic issues. He discussed the possibility of the *bypass* being started soon.
8. **Public Recognition**

Marilyn Utley, 121 Hood Trail – spoke regarding Ordinance No. 22-03 – She stated he had gone to the Planning Commission meeting on January 11 where this was presented. Forty-five houses on 14 acres. She didn't think a master plan had been presented. Said the Planning Commission voted to

except this change to R-10 when everything around it is R-15. She feels the 45 house is too much traffic for Old Westmoreland Road. She appreciated the council looking into the matter further.

9. Public Hearing

- A. Ordinance No. 22-01** – 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.

No one spoke.

- B. Ordinance No. 22-02** – 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.

No one spoke.

- 10. Departmental Reports** - Motion was made by Alderman Woodall, second by Vice Mayor Jennings to approve the departmental monthly reports. A unanimous voice vote indicated approval of the departmental reports as presented.

11. Human Resources – Penny Barnes – No items

12. Planning & Codes – Megann Thompson

- A. Ordinance No. 22-01 – Second 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 Dillard to approve Ordinance No. 22-01 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-01 Approved on Second Reading

- B. Ordinance No. 22-03 - First Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning unaddressed Old Westmoreland Road (Map 033, Parcels 026.00, 0038.00) from RR-County (Rural Residential) and R-15 (Residential) to R-10 (Residential w/Residential PUD overlay).

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Ordinance No. 22-03 on first reading. Council lead a discussion as to the location of the property and PUD overlay. There was talk of how this could lead to a road to Richland Park. At this point the developer is only asking for a rezone and has done all that is needed with the Planning Commission for that. The developer, Zach Wilkinson was allowed to speak, he explained the different uses of the property as zoned R-15 or R-10. Wilkinson how the lots would be long and skinny but could change the back yards that back up to Hood Trail and use a buffer. He also added he would welcome feedback from the public in the area. A voice vote indicated approval.

Ordinance No. 22-03 Approved on First Reading

- C. Resolution No. 22-08** - A resolution annexing property at unaddressed Old Westmoreland Road, also identified as Tax Map 033, Parcel 038.00 containing 14.00+/- acres upon written consent of the owner.

Motion was made by Alderman Hall, seconded by Vice Mayor Jennings to defer both Resolutions No. 22-08 and 22-09 until the next council meeting. A unanimous voice vote indicated to defer.

Resolution No. 22-08 to Defer

- D. Resolution No. 22-09** - A resolution adopting a plan of services for the annexation at unaddressed Old Westmoreland Road, Tax Map 033, Parcel 038.00.

Motion was made by Alderman Hall, seconded by Vice Mayor Jennings to defer both Resolutions No. 22-08 and 22-09 until the next council meeting. A unanimous voice vote indicated to defer.

Resolution No. 22-09 to Defer

13. Parks & Recreation – Thomas Dillard - No items

14. Public Works & Utilities – Brian Woodall

- A. Resolution No. 22-10** - A resolution requiring the City of Mitchellville to reimburse all expenses to the City of Portland for the relocation and installation of a new sewer flow meter at the Portland city limits.

Motion was made by Alderman Woodall, seconded by Alderman Hall to approve Resolutions No. 22-10. A unanimous voice vote indicated approval.

Resolution No. 22-10 Approved

- B. Resolution No. 22-11** - A resolution to authorize the City of Portland to allow twenty-five sewer taps for the City of Mitchellville.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolutions No. 22-11. A voice vote indicated approved with Vice Mayor Jennings abstaining and Alderman Woodall voting nay.

Resolution No. 22-11 Approved

- C. Resolution No. 22-12** - A resolution authorizing the approval of the sewer and water main improvements for sixty-four water and sewer taps for Sumner Point apartment complex located on North Broadway.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolutions No. 22-12. Motion was made by Alderman Woodall, second by Alderwoman Thompson to change the number of taps to sixty-five. A unanimous voice vote indicated approved as amended.

Resolution No. 22-12 Approved as amended

- D. Ordinance No. 22-04 - First Reading** – An ordinance for the City of Portland to enter an agreement Orchard, Hiltz & McCliment, Inc. OHM, to provide General Engineering Services for Technical & Professional Services for various projects.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-04 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-04 Approved on First Reading

- E. Resolution No. 22-13** - A resolution to rescind and replace Resolution No. 21-56 authorizing an agreement with OHM Advisors and the City of Portland to provide engineering services for the purchase and installation of two stream gauges for West Fork Drakes Creek upstream and downstream of the Water Treatment Plant intake.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolutions No. 22-13. A unanimous voice vote indicated approval.

Resolution No. 22-13 Approved

- F. Ordinance No. 22-05 - First Reading** – An ordinance rescinding and replacing Ordinance No. 19-75 modifying Title 18 and Title 19 of the City of Portland Municipal Code to establish an independent policy for reinstating services and fees for Gas, Water and Sewer.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-05 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-05 Approved on First Reading

- G. Resolution No. 22-14** - A resolution authorizing the approval of a proposal from Utility Technologies for flow monitoring for moratorium relief areas 1 and 2 as part of the Sewer System Rehabilitation.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to approve Resolutions No. 22-14. A unanimous voice vote indicated approval.

Resolution No. 22-14 Approved

- H. Ordinance No. 22-06 - First Reading** – An ordinance authorizing an agreement between the City of Portland and Hussey Gay Bell to provide professional engineering services for the relocation of approximately 2,500 feet of 12-inch steel gas main along TGT Road and various lengths of polyethylene gas mains within the Wellington Place development located on TGT Road.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to approve Ordinance No. 22-06 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-06 Approved on First Reading

- I. Ordinance No. 22-07 - First Reading** – An ordinance to authorize the mayor to enter into a developer’s agreement with Wellington Place for the development of Wellington Place Subdivision.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Ordinance No. 22-07 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-07 Approved on First Reading

- J. Resolution No. 22-15** - A resolution authorizing the approval of the water and sewer main extensions for Wellington Place Subdivision located on TGT Road.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolutions No. 22-15. A unanimous voice vote indicated approval.

Resolution No. 22-15 Approved

- K. Resolution No. 22-16** - A resolution to adopt the paving, sealing, and sidewalk priorities for the 2022 Spring/Summer season with funds that were allocated in the 2021-2022 Fiscal Budget.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolutions No. 22-16. A unanimous voice vote indicated approval.

Resolution No. 22-16 Approved

- L. Ordinance No. 22-08 - First Reading** – An ordinance to enter into an agreement with Jarrett paving, LLC to provide road sealing materials and services to the City of Portland contracts A, C, and D.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Ordinance No. 22-08 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-08 Approved on First Reading

- M. Ordinance No. 22-11- First Reading** – An ordinance to enter into an agreement with Holbrook Asphalt Co. to provide road sealing materials and services to the City of Portland contract B.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to approve Ordinance No. 22-11 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-11 Approved on First Reading

15. Police Department – Drew Jennings – No items

16. Fire Department – Jody McDowell – No items

17. Finance – Penny Barnes

- A. Ordinance No. 22-02 – Second 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 second reading. Motion was made by Alderwoman Barnes, second by Alderman Woodall to amend the Ordinance by adding Operating Supplies and Machinery & Equipment expenses to General Fund. A unanimous voice vote indicated approval as amended.

Ordinance No. 22-02 Approved on Second Reading as amended

- B. Resolution No. 22-17** - A resolution of the City of Portland, TN authorizing the issuance of interest-bearing Police Department Capital Outlay Notes, Series 2022, in an amount not to exceed \$230,000, and providing for the payment of said notes.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolutions No. 22-17. Motion was made by Vice Mayor Jennings, second by Alderman Dillard to defer Resolution No. 22-17 until next council meeting in March. A unanimous voice vote indicated to defer.

Resolution No. 22-17 to Defer

18. Legislative – Mayor Mike Callis

- A. Resolution No. 22-18** - A resolution authorizing the mayor to enter into a consent order with Stevison Ham Company.

Motion was made by Alderman McDowell, seconded by Alderwoman Barnes to approve Resolutions No. 22-18. A unanimous voice vote indicated approval.

Resolution No. 22-18 Approved

- B. Resolution No. 22-19** - A resolution to authorize the City of Portland to enter into an agreement with TDOT for the Interchange Lighting Program for Exit 121.

Motion was made by Alderman McDowell, seconded by Vice Mayor Jennings to approve Resolutions No. 22-19. A unanimous voice vote indicated approval.

Resolution No. 22-19 Approved

- C. Resolution No. 22-20** - A resolution supporting the restoration of the historical State Shared Sales Tax relationship and the increased single-article cap Revenue Sharing relationship between the State of Tennessee and Local Governments.

Motion was made by Vice Mayor Jennings, seconded by Alderwoman Thompson to approve Resolutions No. 22-20. A unanimous voice vote indicated approval.

Resolution No. 22-20 Approved

- D. Resolution No. 22-21** - A resolution to restructure Golf Course operations.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Resolutions No. 22-21. A unanimous voice vote indicated approval.

Resolution No. 22-21 Approved

19. Airport – Mike Hall

- A. Resolution No. 22-22** - A resolution to accept the best bid of Cleary Construction Company for the Runway Rehabilitation Project at the Portland Municipal Airport.

Motion was made by Alderman Hall, seconded by Alderman McDowell to approve Resolutions No. 22-22. A unanimous voice vote indicated approval.

Resolution No. 22-22 Approved

- B. Ordinance No. 22-09 - First Reading** – An ordinance approving a contract between the Portland Airport Authority and Cleary Construction for the construction of the Runway Rehabilitation Project at the Portland Municipal Airport.

Motion was made by Alderman Hall, seconded by Alderman Dillard to approve Ordinance No. 22-09 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-09 Approved on First Reading

- C. Ordinance No. 22-10 - First Reading** – An ordinance approving a contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for American Rescue Plan ACT (ARPA Funding) TAD Project #83-555-0126-22; Contract #AERO-22-302-00; Federal Grant #3-47-SBGp-67

Motion was made by Alderman Hall, seconded by Alderman Dillard to approve Ordinance No. 22-10 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-10 Approved on First Reading

Adjournment

Motion was made to adjourn the meeting at 7:41 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder