



**BOARD OF MAYOR AND ALDERMEN
MINUTES**

September 16, 2024 at 5:00 PM

1. Call to Order

Mayor Mike Callis called the meeting to order at 5:16.

2. Prayer and Pledge

Police Chaplen, Bob Moon led the prayer and pledge.

3. Roll Call

Present: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Also Present: Mayor Mike Callis, City Attorney John Bradley, City Recorder Rachel Slusser

Absent: Alderman Hall

4. Approval of Agenda

Motion to: Amend by removing F-Resolution 24-70 under Utilities

By: Alderman Jennings

Second: Alderwoman Barnes

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed(voice vote)

5. Presentation

A. Sumner County Holiday Fest

Mayor Callis presented a proclamation to the Holifest Committee.

B. Presentation in honor of Constitution Week.

Mayor Callis presented the Ladies of the DAR with a proclamation for Constitution Week.

6. Public Hearing

A. Resolution No. 24-71 - A Resolution to set the property tax rate for the 2024-2025 fiscal year and to exceed the certified property tax rate set by the Tennessee State Board of Equalization.

- No one spoke

B. Ordinance No. 24-52 –Second Reading - An Ordinance to amend the city of Portland, Tennessee zoning map by rezoning unaddressed state Highway 52-W, from R-7.5 (Residential) to GCS (General Commercial Services)

- No one spoke

7. Public Comment Period

1. Tim Keen spoke about the water grant.

2. Judy Scott spoke against the tax rate.

8. Communications from Council Members

- No one spoke

9. Mayor's Report - Mayor Callis discussed the following:

- Corporations are purchasing numerous properties in Middle Tennessee that have become rentals, causing many issues cities have with contacting the property owners.
- Newly discovered businesses needing Fire Line meters and the completion date can align with the twelve-month notification.
- Code Red will conduct testing, Friday, 9/20/24 at 10 AM.
- Portland is different in property tax, certified rates, and local option sales tax collections.
- Explanation of property tax revenue neutral rates from the State Equalization Board.
- The drought management committee will meet Tuesday, 9/17/24 at 9 am.
- Cameras have been added at the water intake, so the water plant can monitor.

Video was shown about the water intake and the city lake.

10. Consent Calendar

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Holcomb

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

- A. Ordinance No. 24-54 –Second Reading - An Ordinance to enter into an agreement with Perdue Trucking and Excavating for the 2024 Sandye Avenue Sewer Project at Sandye Avenue.
- B. Department Reports
- C. Approval of Minutes from August 19, 2024, Council Meeting

11. Community Development – Alderwoman Megann Thompson - No Items

12. Finance – Alderwoman Penny Barnes

- A. Resolution No. 24-65- A Resolution to declare items owned by the City of Portland to be declared surplus and directing disposal of same.

Motion to: Approve

By: Alderwoman Barnes

Second: Alderwoman Holcomb

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

- B. Resolution No. 24-71 - A Resolution to set the property tax rate for the 2024-2025 fiscal year and to exceed the certified property tax rate set by the Tennessee State Board of Equalization.

Motion to: Approve

By: Alderwoman Barnes

Second: Alderman Woodall

Discussion: Review of options and funding.

Motion to: Amend by adding \$0.14 to \$0.73, total tax rate of \$0.87, all employees on plan January 1, fund step 2 to start July 1, 2025.

By: Alderman Woodall

Second: Vice-Mayor McDowell

Discussion: Of time frame implementation. Alderman Woodall withdrew his motion and Vice-Mayor McDowell, second.

Motion to: Amend by adding \$0.17 to \$0.73, total tax rate of \$0.90, complete study for all employees in effect January 1 and including compression.

By: Alderwoman Thompson

Second: Alderman Jennings

Discussion: Alderman Woodall called to question. Director Slusser clarified the motion included compression of the positions.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Amendment Passed (roll call)

Motion to: Approve Amended Resolution to set the tax rate at \$0.90.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

Mayor Callis advised a policy would be brought to the next meeting covering the amended Resolution.

13. Fire Department – Vice Mayor Jody McDowell

- No Items

14. Human Resources – Alderwoman Penny Barnes

- A.** Ordinance No. 24-53 – Second Reading - An Ordinance to repeal and replace Ordinance Number 21-03 authorized positions for the City of Portland.

Motion to: Approve

By: Alderwoman Barnes

Second: Alderman Woodall

Motion to: Amend by adding Records Clerk

By: Alderwoman Barnes

Second: Alderwoman Holcomb

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Amendment Passed (voice vote)

Motion to: Approve as amended

By: Alderwoman Barnes

Second: Alderman Woodall

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

- B.** Resolution No. 24-72 - A Resolution authorizing part-time city employees be offered flu vaccinations.

Motion to: Approve

By: Alderwoman Barnes

Second: Alderwoman Holcomb

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

15. Legislative – Mayor Mike Callis

- No Items

16. Municipal Airport – Alderman Mike Hall
- No Items

17. Parks & Recreation – Alderman Brian Woodall

- A. Ordinance No. 24-55 – First Reading - An ordinance to enter into an agreement with Garver Builders, LLC for construction of the Parks Maintenance Building at Richland Park.

Motion to: Approve low bid

By: Alderman Woodall

Second: Alderwoman Barnes

Discussion: Finance Director Slusser recommenced using the Assigned Fund Balance to pay for the difference between the funds from insurance payment and ARPA money. Mayor Callis explained that the current maintenance building will be auctioned to include removal and that amount will also be added to help with funding.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

18. Planning & Codes – Alderwoman Megann Thompson

- A. Ordinance No. 24-52 – Second Reading - An Ordinance to amend the city of Portland, Tennessee zoning map by rezoning unaddressed state Highway 52-W, from R-7.5 (Residential) to GCS (General Commercial Services)

Motion to: Approve

By: Alderwoman Thompson

Second: Alderman Jennings

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

19. Police Department – Alderman Drew Jennings

- A. Ordinance No. 24-56 – First Reading – An Ordinance authorizing the acceptance of the best bid for remodel of the City of Portland Police Department Building.

Motion to: Approve

By: Alderman Jennings

Second: Alderwoman Holcomb

Discussion: Remodel funding. Director Slusser recommended using the \$6 million Loan to fund the difference of what was in Assigned Funds.

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

20. Public Works – Alderwoman LaToya Holcomb

- A. Discussion - Strawberry Street becoming a one-way street.
Public Works Director, Carlton Cobb presented information about Strawberry Street traffic flow. Director Cobb recommended traffic flow be changed to one-way and the only negative would be trash pick up having to go both ways. Director Cobb requested doing a traffic count on Strawberry, Liberty and Park Streets. Council agreed with continuing with the study.
- B. Discussion - Cora Street and Heritage Drive
Corbin Keen and Steve Casey of Civil & Environmental Consultants, Inc. Mr. Casey presented initial plans from 2019, updated suggestions and change order request.

- C. Discussion - Traffic Calming
Aldерwoman Holcomb started the discussion about traffic-calming throughout the City and what the next steps are. Stop signs at Parkers Chapel were also discussed.

21. Utility Infrastructure – Alderman Brian Woodall

- A. Ordinance No. 24-57 – First Reading - An Ordinance to enter into an agreement with G & C Supply Company, Inc. for the 2024-meter replacement project at various locations within the Portland Water System.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor McDowell

Yes: Aldерwoman Barnes, Aldерwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Aldерwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

- B. Resolution No. 24-66 A Resolution to approve change order #4 in the increased amount of \$44,582.46 and an addition of 10 days for contract times for the contract with Cumberland Valley Constructors, Inc for the wastewater treatment plant expansion.

Motion to: Approve

By: Alderman Woodall

Second: Aldерwoman Holcomb

Yes: Aldерwoman Barnes, Aldерwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Aldерwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

- C. Resolution No. 24-67 – A Resolution to authorize the acquisition of temporary easements for private sewer service laterals for the 2024 Sanitary Sewer Point Repairs Project.

Motion to: Approve

By: Alderman Woodall

Second: Aldерwoman Holcomb

Discussion: None

Yes: Aldерwoman Barnes, Aldерwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Aldерwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

- D. Resolution No. 24-68 - A Resolution authorizing change order #3 extending the contract time thirty (30) additional days with Cumberland Pipeline, LLC for the Oakhill Water System Improvements American Rescue Plan (ARP) Project.

Motion to: Approve

By: Alderman Woodall

Second: Alderman Jennings

Discussion: Contract extension due to supply issues.

Yes: Aldерwoman Barnes, Aldерwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Aldерwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

- E. Resolution No. 24-69 - A Resolution authorizing change order #3 extending the contract times sixty (60) additional days with Cumberland Pipeline, LLC for the Masons Tank 12-inch connector American Rescue Plan (ARP) Project.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor McDowell

Yes: Alderwoman Barnes, Alderwoman Holcomb, Alderman Jennings, Vice-Mayor McDowell, Alderwoman Thompson, Alderman Woodall

Absent: Alderman Hall

Motion Passed (voice vote)

F. Resolution No. 24-70 A Resolution to rescind and replace Resolution 21-89 in its entirety and create a new adjustment policy for residential and non-profit customers of the Portland Water Department.
Removed from Agenda.

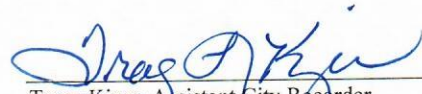
G. Discussion - Water Grant
Greg of OHM, reviewed the progress of the ARPA water grant and the City Lake.
A discussion was held about increasing the City Lake size, finding other water storage and other options.

H. Discussion - CDJ Farms
Director Price explained the current status of CDJ Farms development.
The issue is that that Grant project can not be completed until 750 feet of water lines are installed in the CDJ Farms.
Motion to suspend rules by Alderman Woodall, seconded by Alderman Jennings, all agreed for Developer Jason McCoy to speak.
Developer Jason McCoy presented a list of his requirements for phase one to the council.
City Attorney Bradley requested to meet with the developer and resolve the issues.

Adjournment

Motion to Adjourn by Vice-Mayor McDowell; Second by Alderwoman Thompson;
Motion passed by voice vote to **adjourn at 8:30 pm.**


Mike Callis, Mayor


Tracy Kizer, Assistant City Recorder