



**BOARD OF MAYOR AND ALDERMEN
MINUTES**

October 21, 2024 at 5:00 PM

1. Call to Order

Mayor Mike Callis called the meeting to order at 05:02 PM.

2. Prayer and Pledge

Michael Carter led the prayer and pledge.

3. Roll Call

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

Also Present: Mayor Mike Callis, City Attorney John Bradley, City Recorder Rachel Slusser, Asst. City Recorder Tracy Kizer

Absent: Alderwoman Holcomb

4. Approval of Agenda

Motion to: Amend by adding Discussion of Bids under Parks & Recreation.

By: Alderman Jennings

Second: Vice-Mayor McDowell

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

Absent: Alderwoman Holcomb

Motion (voice vote)

5. Presentation

- No Items

6. Public Comment Period

1. Matt Taylor did not speak - item not on the agenda.
2. Tim Keen spoke about the ARPA grants.

7. Communications from Council Members

- No one spoke

8. Mayor's Report

- Trick or Treat will be October 31st at Richalnd Park from 5 - 7 pm and at City Hall from 2 - 4 pm.
- We will be exploring underground springs for possible water source.
- Discussed that when looking water reservoirs, it is important to their refill time.

9. Consent Calendar

Motion to: Approve

By: Alderwoman Thompson

Second: Alderwoman Barnes

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

Absent: Alderwoman Holcomb

Motion Passed(voice vote)

A. Department Reports

- B. Approval of Minutes from October 7, 2024, Council Meeting
- C. Ordinance No. 24-59 –Second Reading - An Ordinance to repeal and replace ordinance 23-66 with this ordinance authorizing a new rate for Sanitation Services within the City of Portland.
- D. Ordinance No. 24-60 –Second Reading - An Ordinance to repeal and replace ordinance 23-65 with this ordinance authorizing a base Stormwater rate of \$7.00 for residential properties and a tier amount, based upon the \$7.00 base rate, for Commercial and Industrial properties effective January 1, 2025.
- E. Ordinance No. 24-61 – Second Reading - An Ordinance to rescind Resolution 19-54 and replace with a new rate structure for Natural Gas.
- F. Ordinance No. 24-62 - Second Reading - An Ordinance to lower the total gallons used for the minimum water and sewer billing.
- G. Ordinance No. 24-64 – Second Reading - An Ordinance to rescind and replace in its entirety Ordinance 22-67, the Developer's Agreement with Portland Commerce Center LLC, for the Stateline Commerce North phase 1, with the new owners, Portland Commerce Land 1 LLC, Developer's Agreement for the Gateway 65 Development in Robertson County, Tennessee.
- H. Ordinance No. 24-65 –Second Reading - An Ordinance to amend Ordinance 24-04 and authorize the Mayor to enter into a Developer's Agreement with Steve Kirby on the Twin Lakes Residential Subdivision, which will include the installation of water, sewer, and Public Works improvements, located at 925 North Broadway in Portland, Tennessee.

10. Community Development – Alderwoman Megann Thompson

Alderwoman Thompson reviewed the Atlanta conference and the good contacts, that she and Sherry Ferguson attended.

11. Finance – Alderwoman Penny Barnes

- No Items

12. Fire Department – Vice Mayor Jody McDowell

A. Discussion - Fire Codes

- Vice-Mayor McDowell started the discussion about Fire Codes and the business trying to open in the city.
- Alderwoman Thompson requested Fire Chief Thornton and Johnny Morris speak.
- City Attorney Bradley advised that he, Chief Thornton and Johnny Morris met with the property owners and are working on the situation.
- Chief Thornton spoke about the Building Code that the city follows.
- - Motion to: Suspend the Rules**
 - By: Alderman Hall
 - Second: None
 - Motion Failed (voice vote)**
 - Chief Thornton advised that anyone looking at doing a project inside the City needs to contact the City to have a developer meeting to avoid this type of situation.
 - Mayor Callis advised he spoke with Ms. Harper and will be scheduling a developers meeting.
 - Discussion continued about developments in Portland in older buildings.
 - If owners do not agree with the requirements, they can appeal to the Construction Board of Appeals.
 - Mayor Callis questioned if the Board would like to have someone speak about fire codes.
 - - Motion to: Suspend the Rules for Jane Harper to speak**
 - By: Alderman Jennings
 - Second: Vice-Mayor McDowell
 - Yes: Alderwoman Barnes, Alderman Hall, Alderman Jennings, Vice-Mayor McDowell, Ald Thompson, Alderman Woodall
 - Absent: Alderwoman Holcomb
 - Ms. Harper had questions about the building.

- Director Bryan Price answered questions from Ms. Harper.

13. Human Resources – Alderwoman Penny Barnes

A. Discussion - Classification and Compensation Policy

- Director Hazel Johnson started the discussion about the draft that was sent to the Board.
- Discussion was held about salary employees inclusion in the draft.
- Mayor Callis reminded everyone the step-plan is new for the city and there may be instances needing adjustments as it is worked through.
- Mayor Callis requested the Board to review, contact Director Johnson if you have questions or suggest adjustments and be ready for Resolution at the next Council Meeting.
- Alderwoman Thompson felt that the first step needs to be reflected across the board.
- Alderwoman Barnes advised that typically exempt staff are not on a step-plan and would feel more comfortable having them based on performance.

B. Discussion - Vacation Benefit

- Director Johnson discussed the vacation benefit and where it fell on the wage study.
- A suggestion was made to start with 60 hours of vacation.
- The current vacation accrue schedule is not competitive with others in Portland.
- Suggest making it richer on the front end.
- The current personnel policy is being worked on and will be brought to the board for approval when completed.

14. Legislative – Mayor Mike Callis

- No Items

15. Municipal Airport – Alderman Mike Hall

- No Items

16. Parks & Recreation – Alderman Brian Woodall

- A. Ordinance No. 24-66 – First Reading - An Ordinance to enter into an agreement with Eagle Golf and Athletics, Inc. for construction of the irrigation system at Dogwood Hills Golf Course.**

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Thompson

Discussion: None

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

Absent: Alderwoman Holcomb

Motion Passed (voice vote)

B. Discussion - Park Bid - add during Agenda Approval

- Director Jamie White discussed the two bid openings from Friday.
- The Splash Pad budget was around 2.3 million and lowest bid came in at 4.1.
- Director White wants to speak with grant coordinator to discuss possible solutions.
- Director Slusser is also asking about requesting extra funding from both grants.

17. Planning & Codes – Alderwoman Megann Thompson

- No Items

18. Police Department – Alderman Drew Jennings

- No Items

19. Public Works – Alderwoman LaToya Holcomb
- No Items

20. Utility Infrastructure – Alderman Brian Woodall

- A.** Ordinance No. 24-67 – First Reading - An Ordinance to enter into an agreement with Perdue Trucking and Excavating for the 2024 Sanitary Sewer Point Repairs Project at various locations near S Broadway.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor McDowell

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

Absent: Alderwoman Holcomb

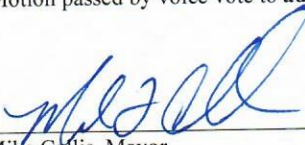
Motion Passed(voice vote)

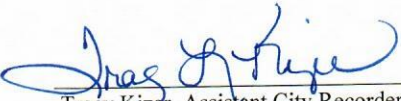
B. Discussion - ARPA Grants

- Director Price presented to the Board the option for the 5 million grant project.
- Director Price advised that if we don't use the grant, it will force a permit of the water plant sooner. He advised eventually we will have to permit the plant.
- Greg of OHM advised to think about the long term and the more water you can produce, the less cost it would be. He advised the cost of purchasing water is double of what it is to produce.
- Director Price advised he has a letter from Core of Engineers in 1981, stating the dam is insufficient and the new engineer states the same.
- Mayor Callis advised the current dam structure needs to be repaired, even if the height is not raised.
- Mayor Callis advised the Collaborative Grant bid dates are; Gallatin - December 9th; Castalian Springs and Westmoreland - December 16th; Portland January 6th.

Adjournment

Motion to Adjourn by Alderman Hall; Second by Alderman Jennings;
Motion passed by voice vote to **adjourn at 6:50 pm.**


Mike Callis, Mayor


Tracy Kizer, Assistant City Recorder