

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

March 21, 2022

1. **Call to Order** - Mayor Callis called the meeting to order at 5:24 P.M.
2. **Prayer/Pledge** – Bob Moon offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on March 21, 2022, with the following members in attendance: Alderwoman Penny Barnes, Alderman Thomas Dillard, Vice-Mayor Drew Jennings, Alderman Jody McDowell, Alderwoman Megann Thompson, and Alderman Brian Woodall. Alderman Mike Hall was absent. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from March 7, 2022, Council Meeting**
No minutes to approve at this meeting.
5. **Approval of Agenda** A motion was made by Alderman McDowell, seconded by Alderman Dillard to approve the agenda. Mayor Callis removed item of discussion under Police Department, Police allegations. A unanimous voice vote indicated approval of the agenda.
The agenda was approved.
6. **Communications from Mayor/Aldermen**
7. **Public Recognition**
Curtis Grove, 104 Arthur Court – spoke to the council regarding the leasing of city property on 107 North Broadway. He considered this property to be a valuable piece of property of the city and thinks the city needs more time to talk about it.

Jaska Russell – Mrs. Russell stated she is small business owner. She agrees with the city leasing to the Commerce of Chambers and feels all should be kept downtown. She added, Larry Collins, her father gave the city a building and agrees with the city helping the Chamber. The Chamber of Commerce brings in new prospects to Portland and this is important to helping the city to grow.
8. **Presentation of Recognitions from the Police Department**
Chief Williams recognized 17 police officers and presented each with a “Life Saver” award.
9. **Public Hearing** – No hearings
10. **Departmental Reports** - Motion was made by Vice-Mayor Jennings, seconded by Alderwoman Barnes to approve the reports. A unanimous voice vote indicated approval of the monthly reports as presented.
11. **Censure Resolution**

Resolution No. 22-29 – A resolution of censure.

Alderwoman Thompson made comments regarding the censure resolution. Alderman Dillard responded to her comments.

Motion was made by Alderman Dillard, seconded by Alderman Woodall to approve Resolution No. 22-29. A unanimous voice vote indicated approval.

Resolution No. 22-29 Approved

12. Human Resources – Penny Barnes

- A. Ordinance No. 22-19 – Second Reading** – An ordinance authorizing adoption of a job description for the position of a Golf Course Manager under the supervision of the Parks Director for the City of Portland.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Ordinance No. 22-19 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-19 Approved on Second Reading

- B. Resolution No. 22-31** - A resolution to require the City Council to undergo similar training to that of new city employees and to be aware of certain policies contained within the employee personnel policy.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-31. A unanimous voice vote indicated approval.

Resolution No. 22-31 Approved

13. Planning & Codes – Megann Thompson

- A. Ordinance No. 22-12 - Second Reading** – An ordinance accepting existing infrastructure improvements and future maintenance for Shoals Way, formerly known as Distribution Parkway (3152 LLC Property).

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Ordinance No. 22-12 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-12 Approved on Second Reading

- B. Ordinance No. 22-20 - First Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning 1026 North Broadway, Map 016, Parcels 061.01, 061.02, 061.03, 061.00, 044.01, 043.01, 044.00, 043.00, 042.01, 042.00 from RR-County (Rural Residential), IG (Industrial General) to Residential PUD w/base zone R-7.5 Residential.

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Ordinance No. 22-20 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-20 Approved on First Reading

- C. Ordinance No. 22-21 - First Reading** – An ordinance amending Title 14, Chapter 1, Sections 14-101, 14-102 and 14-103 of the Portland Municipal Code and removing Regional Planning Authority within the City of Portland.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Ordinance No. 22-21 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-21 Approved on First Reading

- D. Ordinance No. 22-22 - First Reading** – An ordinance to rescind and replace Ordinance 19-04 in order to restructure the Board of Zoning Appeals as a Municipal only board.

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

Ordinance No. 22-22 Approved on First Reading

- E. Resolution No. 22-35** – A resolution to appointment one member of the Portland Municipal Zoning Board of Appeals.

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Resolution No. 22-35. A unanimous voice vote indicated approval.

Resolution No. 22-35 Approved

- F. Resolution No. 22-36** – A resolution to appointment one member of the Portland Municipal Planning Commission.

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Resolution No. 22-36. A unanimous voice vote indicated approval.

Resolution No. 22-36 Approved

12. Parks & Recreation – Thomas Dillard – No items

13. Public Works & Utilities – Brian Woodall

- A. Ordinance No. 22-13 - Second Reading** - An ordinance to rescind in its entirety Resolution No. 3588, 4483, 4996 and 5228 and Ordinance No. 19-38 and any other Resolutions or Ordinances pertaining to Water, Sewer, and Natural Gas fee structure and replace with this Ordinance for Water, Sewer and Natural Gas fee structure.

Motion was made by Alderman Woodall, seconded by Vice-Mayor Jennings to defer Ordinance No. 22-13 on second reading. A unanimous voice vote indicated to defer.

Ordinance No. 22-13 Deferred

- B. Ordinance No. 22-14 - Second Reading** – An ordinance to repeal and replace the existing Sewer Use Ordinance and to replace with an updated Sewer Use Ordinance and Sewer Enforcement Response plan for Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to defer Ordinance No. 22-14 on second reading. A unanimous voice vote indicated to defer.

Ordinance No. 22-14 Deferred

- C. Ordinance No. 22-15 - Second Reading** – An ordinance to enter into an agreement with Pipe Check for video sewer pipe inspections for Zone 5A (Drakewood and Airport Road pump station basin area).

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-15 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-15 Approved on Second Reading

- D. Ordinance No. 22-16 – Second Reading** - An ordinance to authorize the mayor to enter into a Developer's Agreement with Robert Robinson for upsizing the existing water main along Red River School Road and Highland Road for the 22-lot development, located at 6004 Red River School Road in Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-16 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-16 Approved on Second Reading

- E. Resolution No. 22-32** - A resolution authorizing the approval of water main improvements for twenty-two water taps for a development at 6004 Red River School Road in Robertson County, developer Robert Robinson.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Resolution No. 22-32. A unanimous voice vote indicated approval.

Resolution No. 22-32 Approved

- F. Ordinance No. 22-23 - First Reading** – An ordinance to authorize the mayor to enter into a developer's agreement with C&D Property Investments, LLC for upsizing the existing water main along Woods Road for the 9-lot development, located at 361 Woods Road in Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-23 on first reading. A voice vote indicated approval with Vice-Mayor Jennings abstaining.

Ordinance No. 23 Approved on First Reading

- G. Ordinance No. 22-24 - First Reading** – An ordinance to enter an agreement with OHM Advisors to provide engineering services for technical and professional services for the 2022 TGT Road water transmission main.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-24 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 24 Approved on First Reading

- H. Ordinance No. 22-25 - First Reading** – An ordinance to enter into an agreement with OHM Advisors to provide engineering services for technical and professional services for the raw water source feasibility study.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Ordinance No. 22-25 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 25 Approved on First Reading

- I. Resolution No. 22-33** - A resolution to rescind and replace Resolutions 21-98 and 22-11 for authorizing the City of Portland to allow sewer taps for the City of Mitchellville and replace with the following.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolution No. 22-23. A voice vote indicated approval with Vice-Mayor Jennings abstaining.

Resolution No. 22-23 Approved

- J. Discussion** – Special assessment areas

Alderman Woodall led the discussion on water capital projects. The water plant was mentioned of it much needed changes to the plant at est. of \$2 millions and how projects caused by development should not be a cause for rate increases. More discussion will continue at the next Ad Hoc meeting.

14. Police Department – Drew Jennings - No items

15. Fire Department – Jody McDowell - No items

16. Finance – Penny Barnes

- A. Ordinance No. 22-17 - 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 Alderwoman Barnes, seconded by Alderman Woodall to approve Ordinance No. 22-17 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-17 Approved on Second Reading

- B. Resolution No. 22-34** - A resolution to acknowledge receipt of funds from the American Rescue Plan Act (ARPA) and the appropriate said funds to the category of public sector revenue loss.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-34. A unanimous voice vote indicated approval.

Resolution No. 22-34 Approved

- C. Discussion – CT-0253 for General Obligation Capital Outlay Refunding Note, Series 2022
CT-0253 for Police Department Capital Outlay Note, Series 2022**

Mayor Callis presented the CT-0253 to the council and explained the notes they represent.

17. Legislative – Mayor Mike Callis

- A. Ordinance No. 22-18 - Second Reading** – An ordinance granting to grantee, the non-exclusive right to erect, maintain and operate in, under, over, along, across the streets, lanes, avenues, sidewalks, alleys, bridges, highways, and easements dedicated for compatible uses and other public places in the City of Portland, Tennessee and the subsequent additions thereto, towers, fibers, cables and ancillary facilities for the purpose of constructing, operating, maintaining and repairing a cable system, as defined herein, for a period of five (5) years, regulating the same and providing compensation to the town.

Motion was made by Vice-Mayor Jennings, seconded by Alderwoman Thompson to defer Ordinance No. 22-18 on second reading. A unanimous voice vote indicated to defer.

Ordinance No. 22-18 Deferred

- B. Resolution No. 22-26** - A resolution authorizing the Mayor to sign a proposal from the State of Tennessee Department of Transportation designated as Federal Project No. NH-109(41), State Project No. 83012-2212-14 described as “Portland Bypass, from SR-52 West of Portland to existing SR-109 North of Portland (IA) Route: SR-109 Prop”.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Resolution No. 22-26. A unanimous voice vote indicated approval.

Resolution No. 22-26 Approved

- C. Ordinance No. 22-27 - First Reading** – An ordinance to enter into a long-term lease agreement for property located at 107 North Broadway, Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-27 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 27 Approved on First Reading

18. Airport – Mike Hall

- A. Ordinance No. 22-09 - Second 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 Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-09 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-09 Approved on Second Reading

Adjournment

Motion was made to adjourn the meeting at 7:09 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder