



**BOARD OF MAYOR AND ALDERMEN
MINUTES**

August 5, 2024 at 5:00 PM

1. Call to Order

Mayor Mike Callis called the meeting to order at 05:10 PM.

2. Prayer and Pledge

Jamie White led the prayer and pledge.

3. Roll Call

Present: Alderwoman Barnes, Alderman Hall, Alderwoman Holcomb, 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

4. Approval of Agenda

Motion to: Amend by deferring the Liquor License to the August 19th meeting, removing from Finance - Item b. Ordinance 24-44 (add Grant Accountant to Position listing); and from Utilities - removing item b. Ordinance 24-51(CDJ Farms Developer's agreement with Jason McCoy).

By: Alderman Hall

Second: Alderman Woodall

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

Motion Passed (voice vote)

5. Public Presentation

- No Items

6. Public Comment Period

1. James Chaney - tax rate

2. Gary Story - Ordinance No. 24-42

Motion to: Suspend rules of order to have Gary Story speak about Ordinance No. 24-42

By: Alderman Hall; **Second:** Alderwoman Thompson

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

Motion Passed (voice vote)

3. Bret Snow - Owns property on TGT Rd - 172A TGT Rd

7. Public Hearing

A. Ordinance No. 24-43 - An Ordinance of the City of Portland, Tennessee, amending budget Ordinance No. 24-32 for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

- No one spoke

B. Resolution No. 24-55 – A Resolution authorizing a Certificate of Compliance for Dhruv Patel of Hwy 52 Wine and Spirits located at 404 Highway 52E, Portland, TN, 37148.

Deferred to August 19, 2024, Council Meeting.

8. Communications from Council Members

Alderwoman Thompson congratulated Alderwoman Barnes for Sumner County School Board win.

Alderwoman Holcomb recognized Public Works Director, Carlton Cobb, for an article in the TN Public Works Magazine.

Alderman Woodall thanked the City departments and Chamber of Commerce for all the work in making the Back to School Bash a success.

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

- Code Red Alert System - testing and what was learned from the testing.
- Public Safety departments will be requesting to purchase a drone.
- We will be discussing dangerous and dilapidated buildings in a future meeting.

Water Project updates:

- Temporary repair to the lake spillway.
- Waiting for FEMA to reply if land can be used for water storage.
- Uptick in new project proposals in the area.
- Participating in two grants and ARPA funding.

10. Alcohol Beverage Board - Vice-Mayor Jody McDowell, Chairman

Deferred to August 19th meeting.

- A.** Resolution No. 24-55 – A Resolution authorizing a Certificate of Compliance for Dhruv Patel of Hwy 52 Wine and Spirits located at 404 Highway 52E, Portland, TN, 37148.

Deferred to August 19, 2024 Council Meeting.

11. Consent Calendar

Motion to: Approve

By: Vice-Mayor McDowell

Second: Alderwoman Holcomb

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

Motion Passed(voice vote)

- A.** Approval of Minutes from July 15, 2024.

- B.** Ordinance No. 24-46 –Second Reading – An Ordinance approving a property purchase by the Portland Airport Authority from Amos Harper & Ruth Ann Harper for the purchase of the western portion of property, approximately 3.1 acres.

- C.** Ordinance No. 24-49 –Second Reading - An Ordinance to enter into an agreement with Stewart Richey Construction for the City of Portland Municipal Airport soil hauling & placement from Richland Park to Portland Municipal Airport in Sumner County.

12. Community Development – Alderwoman Megann Thompson

- No Items

13. Finance – Alderwoman Penny Barnes

- A.** Ordinance No. 24-43 - Second Reading - An Ordinance of the City of Portland, Tennessee, amending budget Ordinance No. 24-32 for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

Motion to: Approve

By: Alderwoman Barnes

Second: Alderman Woodall

Discussion: Finance Director Slusser advised no changes.

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

Motion Passed(voice vote)

- B.** Ordinance No. 24-44 –Second Reading - An Ordinance to add the position of Grant Accountant to the authorized position list for the City of Portland.

Removed from Agenda.

- C.** Resolution No. 24-56 - A Resolution to declare equipment owned by the City of Portland to be declared surplus and directing disposal of same.

Motion to: Approve

By: Alderwoman Barnes

Second: Alderman Jennings

Discussion: Mayor Callis requested to add two EV chargers that are no longer serviceable.

Motion to: Amend by adding two EV chargers

By: Alderwoman Barnes

Second: Alderman Woodall

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

Amendment Passed(voice vote)

Motion to: Approve Amended Resolution

By: Alderwoman Barnes

Second: Alderman Jennings

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

Motion Passed(voice vote)

- D.** Resolution No. 24-57 - A Resolution to waive available non-user wastewater fees to serve as in-kind aid for a nonprofit whose property does not contain a sanitary wastewater connection.

Motion to: Approve

By: Alderwoman Barnes

Second: Alderwoman Holcomb

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

Motion Passed(voice vote)

- E.** Discussion - Tax Rate Finance Director Slusser discussed the following:

- Certified tax rate that was received from Robertson and Sumner County.
- Nine cents will be needed to cover the shortfall.
- The board needs to give directions about the wage study inclusion.

Alderman Woodall responded that he voted for the 12 cents and the pay study needs to be dealt with after the information is received.

Mayor Callis advised tax payment cards will not be sent out until the tax rate is determined.

The Board discussed the rates and what to expect from the pay study.

The Board agreed to wait for the Wage Study information before the tax rate is set. This puts the tax rate to be set in September.

Mayor Callis requested a special call meeting for August 26th if needed.

It was determined to move the Tax Rate Resolution to September 16th and HR Director Hazel Johnson will reach out to Paypoint for presentation on August 19th.

14. Fire Department – Vice Mayor Jody McDowell

- No Items

15. Human Resources – Alderwoman Penny Barnes

- No Items

16. Legislative – Mayor Mike Callis

- No Items

17. Municipal Airport – Alderman Mike Hall

- No Items

18. Parks & Recreation – Alderman Brian Woodall

- No Items

19. Planning & Codes – Alderwoman Megann Thompson

- A.** Ordinance No. 24-52 – First 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 Woodall

Discussion: Planning Director Nate Heisler advised all the surrounding property is GCS and the lot is 1/10 of an acre.

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

Motion Passed(voice vote)

20. Police Department – Alderman Drew Jennings

- No Items

21. Public Works – Alderwoman LaToya Holcomb

- A.** Resolution No. 24-54 - A Resolution authorizing a change of speed limit on Tom Ferrell Road in the city limits of Portland.

Motion to: Approve

By: Alderwoman Holcomb

Second: Vice-Mayor McDowell

Discussion: Alderman Hall and Alderwoman Thompson discussed the importance of Police presence.

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

Motion Passed(voice vote)

22. Utility Infrastructure – Alderman Brian Woodall

- A.** Ordinance No. 24-50 – First Reading - An Ordinance to enter into an agreement with Perdue Trucking and Excavating for the 2024 2-inch service line replacement project at various locations within the Portland Water System.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor McDowell

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

Abstain: Drew Jennings

Motion Passed(voice vote)

- B.** Ordinance No. 24-51 – First Reading - an Ordinance to authorize the Mayor to enter into a developer's agreement with Jason McCoy on CDJ Farms, sections II and III, located at Jim Courtney Road in Portland, Tennessee, which will include the installation of twelve (12) inch and eight (8) inch water mains and an eight (8) inch sewer main.

Removed from Agenda.

- C.** Discussion - 172A TGT Rd. Utilities Director Bryan Price brought information to the board about Resolution No. 19-27. Utility Department Staff denied because of the resolution. Director Price advised that if section two could be deleted, it would solve this issue and future similar issues.

After discussion, the Board agreed to address the issue tonight by voting on Resolution 24-57 to make changes to Resolution No. 19-27 by removing section two.

Motion to: Approve Resolution No. 24-57 to Resend and Replace Resolution No. 19-27.

By: Alderwoman Thompson

Second: Alderman Jennings

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

Motion Passed(voice vote)

Adjournment

Motion to Adjourn by Alderman Hall;

Motion passed by voice vote to **adjourn at 6:05 pm.**



Mike Callis, Mayor



Tracy Kizer, Assistant City Recorder