

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

April 4, 2022

1. **Call to Order** - Mayor Callis called the meeting to order at 5:03 P.M.
2. **Prayer/Pledge** – James Brown, Parkers Chapel Missionary Baptist Church offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on April 4, 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 March 7 and March 21, 2022, Council Meeting**
A motion was made by Alderman Dillard seconded by Vice Mayor Jennings 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 Alderman Woodall, seconded by Vice Mayor Jennings to approve the agenda. Mayor Callis added Ordinance No. 22-29 under Planning & Codes. Alderwoman Thompson asked to delete item B under Legislative. A unanimous voice vote indicated approval of the agenda as amended.
The agenda was approved as amended.
6. **Presentation of Recognitions**
Mayor Callis presented a proclamation to Parker's Chapel Missionary Baptist Church as being eligible for the National Register as a Historic Rural African American Church in Tennessee.

Police Chief Jason Williams presented retiring Assistant Chief Dewel Scruggs with his service weapon of thirty-seven years with the Police Department. He was thanked by all council members for his loyalty to the community.
7. **Communications from Mayor/Aldermen**
Alderman Hall apologized for not being at the last meeting due to sickness. He spoke of the discussion on the Resolution of Censure. Hall said we are in a position to not judge people and Thomas Dillard did apologize to the council and community. He hopes things will be worked out.

Mayor Callis reminded the board on the Utility Board training that needs to be completed. He gave an update on the number of employees hired in 2021 being 29 and 2022 being 21 as to date. A city planner is being interviewed. Fuel cost will not be good at year end. Talking about a sewer line extension on Vanatta Road. The mayor announced the lighting for exit 121 with funding approved

and contracts sign at a total cost of est. \$1.8 million. Mayor also added, the council does not answer to the mayor, nor can the mayor remove any council member and the council can not direct employees. The mayor can hire and fire employees by following the Municipal Code.

8. Public Recognition

George Torre, 157 Kayla Circle – spoke regarding the case of Thomas Dillard. Mr. Torre has lived here for 7 ½ years near Mr. Dillard. He has also met the offend people. Great to respond by each other giving each other a cake. One day may have to have help from each other. All need to be neighbors in this town.

9. Public Hearing – No items

10. Human Resources – Penny Barnes

A. Resolution No. 22-37 - A resolution to approve an eleven percent increase in the city contribution portion of employee health insurance plans.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-37. Motion was made by Alderman Woodall, second by Alderman Dillard to increase the percentage to sixteen. A unanimous voice vote indicated approval.

Resolution No. 22-37 Approved as amended

11. Planning & Codes – Megann Thompson

A. Ordinance No. 22-21 - Second 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 Alderman Dillard to approve Ordinance No. 22-21 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-21 Approved on Second Reading

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

Ordinance No. 22-22 Approved on Second Reading

C. Resolution No. 22-38 - A resolution to re-appoint one existing member, William Perry to the Portland Municipal Zoning Board of Appeals.

Motion was made by Alderwoman Thompson, seconded by Alderman McDowell to approve Resolution No. 22-38. A unanimous voice vote indicated approval.

Resolution No. 22-38 Approved

- D. Resolution No. 22-39** - A resolution to re-appoint one existing member, Mandy Freedle to the Portland Historic Preservation Commission.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Resolution No. 22-39. A unanimous voice vote indicated approval.

Resolution No. 22-39 Approved

- E. Resolution No. 22-40** - A resolution to re-appoint one existing member, Clark Shifflet to the Portland Historic Preservation Commission.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Resolution No. 22-40. A unanimous voice vote indicated approval.

Resolution No. 22-40 Approved

- F. Add-on - Ordinance No. 22-29 – First Reading** – An ordinance to amend Article VIII of the combined Zoning Ordinance No. 387 of the City of Portland to specify maximum building heights.

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Ordinance No. 22-29 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-29 Approved on First Reading

12. Parks & Recreation – Thomas Dillard - No items

13. Public Works & Utilities – Brian Woodall

- A. Ordinance No. 22-23 - Second 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 second reading. Motion was made by Alderman Dillard to defer; motion dies for lack of second. A voice vote indicated approval with Alderman Dillard voting no, Alderman Hall and Vice Mayor Jennings abstaining.

Ordinance No. 22-23 Approved on Second Reading

- B. Ordinance No. 22-24 - Second 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 Barnes to approve Ordinance No. 22-24 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-24 Approved on Second Reading

- C. Ordinance No. 22-25 - Second 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 second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-25 Approved on Second Reading

- D. Resolution No. 22-41** - A resolution authorizing the approval of water main improvements for nine water taps for development at 361 Woods Road, developer C&D Property Investments, LLC.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to approve Resolution No. 22-41. A voice vote indicated approval with Alderman Dillard voting no and Vice Mayor Jennings abstaining.

Resolution No. 22-41 Approved

14. Police Department – Drew Jennings

- A. Resolution No. 22-42** - A resolution to present retired Assistant Police Chief Dewel Scruggs with his service weapon.

Motion was made by Vice Mayor Jennings, seconded by Alderman McDowell to approve Resolution No. 22-42. A unanimous voice vote indicated approval.

Resolution No. 22-42 Approved

15. Fire Department – Jody McDowell – No items

16. Finance – Penny Barnes

- A. Resolution No. 22-43** - A resolution to approve a tentative budget for the use of American Rescue Plan Act (ARPA) Funds.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-43. A unanimous voice vote indicated approval.

Resolution No. 22-43 Approved

- B. Resolution No. 22-44** -A resolution to approve a one-time bonus for employees of the City of Portland who meet certain criteria.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-44. A unanimous voice vote indicated approval.

Resolution No. 22-44 Approved

- C. Ordinance No. 22-28 - First Reading** – An ordinance amending the Purchasing Policy.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Ordinance No. 22-28 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-28 Approved on Second Reading

D. Resolution No. 22-45 - A resolution authorizing the City of Portland to charge a fee for return payments.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-45. A unanimous voice vote indicated approval.

Resolution No. 22-45 Approved

17. Legislative – Mayor Mike Callis

A. Ordinance No. 22-27 - Second 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 McDowell, seconded by Alderwoman Thompson to approve Ordinance No. 22-27 on second reading. A voice vote indicated approval with Alderman Dillard voting no.

Ordinance No. 22-27 Approved on Second Reading

B. Discuss - Charter change for ousting procedures – This item was deleted from the agenda.

18. Airport – Mike Hall – No items

Adjournment

Motion was made to adjourn the meeting at 6:55 PM.

Mike Callis, Mayor

Patricia Keen, City Recorder