

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

June 6, 2022

1. **Call to Order** - Mayor Callis called the meeting to order at 5:00 P.M.
2. **Prayer/Pledge** – Chief Sam Thornton offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on June 6, 2022, with the following members in attendance: Alderwoman Penny Barnes, Alderman Mike Hall, Vice Mayor Drew Jennings, Alderman Jody McDowell, Alderwoman Megann Thompson, and Alderman Brian Woodall. Alderman Thomas Dillard was absent. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from May 16, 2022, Council Meeting**
A motion was made by Alderman McDowell seconded by Alderwoman Thompson 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 Alderwoman Thompson to approve the agenda. Mayor Callis added discussion under Parks Department regarding lifeguards. A unanimous voice vote indicated approval of the agenda as amended.
The agenda was approved as amended.
6. **Presentation**
Mayor Callis presented Front Porch Senior Living with the Community Impact Award.
7. **Communications from Mayor/Aldermen – No one spoke.**
8. **Public Recognition – No one spoke.**
9. **Public Hearing**

A. Ordinance No. 22-36 – An ordinance to amend the City of Portland, TN zoning map by rezoning 905 South Broadway, Map 39B, Group A, Parcel 003.00 from RS-20 (Low Density Residential) to OPS (Office Professional Services).

No one spoke.
10. **Mayor's Report**
Health insurance increase estimated to be 7-10%, will take effect by January 1, 2023. Resource Authority will be increasing \$4 per ton on July 1, 2022. TCRS will be increasing the city portion to 4.8%. June 20, 2022 will be having a Work Study at 4:00 to discuss budget.

11. Community Development – Alderwoman Megann Thompson – No items

12. Finance – Alderwoman Penny Barnes – No items

13. Fire Department – Alderman Jody McDowell – No items

14. Human Resources – Alderwoman Penny Barnes – No items

15. Legislative – Mayor Mike Callis

- A. Ordinance No. 22-18 – Second Reading** – An ordinance granting to Cumberland Connect a franchise for cable television services subject to the terms set forth herein.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Ordinance No. 22-18 on second reading. Mark Cook, representative from CEMC was present to answer questions regarding Cumberland Connect from the board. A unanimous voice vote indicated approval.

Ordinance No. 22-18 Approved on Second Reading

- B. Ordinance No. 22-41 - First Reading** – An ordinance calling for a referendum on the proposition to establish a uniform local option sales tax rate within all parts of the City of Portland, TN by increasing the rate one half of one percent.

Motion was made by Alderman McDowell, seconded by Alderwoman Thompson to approve Ordinance No. 22-41 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-41 Approved on First Reading

- C. Resolution No. 22-65** - A resolution to appoint one member, Daniel Rodriguez to the Portland Municipal Planning Commission.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Resolution No. 22-65. A unanimous voice vote indicated approval.

Resolution No. 22-65 Approved

- D. Resolution No. 22-66** - A resolution to accept an offer on city property listed for sale by Exit Garden Gate Realty.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor Jennings to approve Resolution No. 22-66. After a lengthy discussion of why the property may be needed in the further, a voice vote (1-5) indicated the resolution failed. Mayor Callis stated he would have the property delisted.

Resolution No. 22-66 Failed

16. Municipal Airport – Alderman Mike Hall – No items

17. Parks & Recreation – Alderman Megann Thompson

A. Discussion – Lifeguards

Jamie White, Parks Director reported he is down to only 4 lifeguards. He is asking to be able to keep these 4, he wants to change their rate of pay to \$13 per hour with bonus to follow; \$75, \$125, and \$250 at season end. To be able to keep the pool open he is needing to give these bonuses. Council agreed for him to be able to change the rate of pay and give bonus as listed.

18. Police Department – Vice Mayor Drew Jennings

A. Ordinance No. 22-42 - First Reading – An ordinance to amend the City of Portland’s Municipal Code, Title 10 - Animal Control, Chapter 3 - Vicious Animals.

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

Ordinance No. 22-42 Approved on First Reading

B. Discussion

- The accreditation process – Chief Williams reported this process is almost finished. With this comes a new policy and will be State approved.
- new structure for police department - With the retiring of Assistant Chief Scruggs, a new organization chart has been created with 4 divisions each with a Lieutenant.
- traffic cameras – Detective Bryan Ashley with the Sumner Co. Police Department reported to the city council the use of Flock Safety Cameras. The cost of 1 camera is \$2,500 to \$3,500. These are portable and can be moved where needed and have the capability to read license plates. These can help with short staff, hit and runs, robberies and etc. Det. Ashley explained how the network is used with other adjacent departments. Mayor Callis said the cost is minimum and would work great in our parks.

19. Planning & Codes – Alderwoman Megann Thompson

A. Ordinance No. 22-36 – Second Reading – An ordinance to amend the City of Portland, TN zoning map by rezoning 905 South Broadway, Map 39B, Group A, Parcel 003.00 from RS-20 (Low Density Residential) to OPS (Office Professional Services).

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Ordinance No. 22-36 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-36 Approved on Second Reading

20. Public Works Department – Alderman Brian Woodall

A. Ordinance No. 22-43 - First Reading – An ordinance to enter into an agreement with Alfred Benesch & Company to provide engineering services for the City of Portland Pedestrian Connector Project.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to approve Ordinance No. 22-43 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-43 Approved on First Reading

- B. Resolution No. 22-76** - A resolution authorizing a final adjusting change order #1 in the increased amount of \$21,786.25 for the contract with Jarrett Builders, Inc. for Portland West Middle School Sidewalk Project.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Resolution No. 22-76. A unanimous voice vote indicated approval.

Resolution No. 22-76 Approved

- C. Discussion** – Banners on street lights for “Fallen Soldiers”
Alderman Woodall presented the idea of banners placed on street light pole with pictures of WWII soldiers. Will investigate pricing of banners.

21. Department of Utilities – Alderman Brian Woodall

- A. Ordinance No. 22-37 - Second Reading** – An ordinance to authorize the mayor to enter into a developer’s agreement with Steve Somerville for the development of the Billy Gene Hill subdivision located on Clubbs Road in Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-37 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-37 Approved on Second Reading

- B. Ordinance No. 22-38 – Second Reading** – An ordinance to authorize the mayor to enter into a developer’s agreement with HH Hone Design, LLC for extending a six-inch water main along East Carter Road for a 2-lot development, located on Tax Map 022, Parcel 033.00 in Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-38 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-38 Approved on Second Reading

- C. Ordinance No. 22-44 - First Reading** – An ordinance to authorize the mayor to enter into a developer’s agreement with AL. Neyer, LLC for the water and sewer system improvements, including the installation of a new 12” waterline along Highway 52W in Sumner County from Shoals Way to College Street, the installation of a new 8” waterline bored under Highway 31W South of the Highway 52W intersection, and sewer system improvement fees for the Shoals Way industrial development, located Shoals Way, Tax Map 018, Parcel 015.02 in Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-44 on first reading. Motion was made by Alderman McDowell, second by Alderman Woodall to amend the ordinance by adding section for stormwater. A unanimous voice vote indicated approval of the amended ordinance

Ordinance No. 22-44 Approved on First Reading as amended

- D. Resolution No. 22-70** - A resolution authorizing the approval of water main improvements for four water and sewer taps for development on Clubbs Road, Tax Map 034, Parcel 051.01, developer Steve Somerville.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Resolution No. 22-70. A unanimous voice vote indicated approval.

Resolution No. 22-70 Approved

- E. Resolution No. 22-71** - A resolution authorizing the approval of water main improvements for two water taps for development on East Carter Road, Tax Map 022, Parcel 033.00, developer HH Home Design, LLC.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 22-71. A unanimous voice vote indicated approval.

Resolution No. 22-71 Approved

- F. Resolution No. 22-72** - A resolution authorizing a final adjusting change order #3 in the decreased amount of \$19,417.50 for the contract with Bobby Luttrell and Sons, LLC for the 2020 Sewer System Improvements Point Repairs.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to approve Resolution No. 22-72. A unanimous voice vote indicated approval.

Resolution No. 22-72 Approved

- G. Resolution No. 22-73** - A resolution to declare a single wide trailer owned by the City of Portland to be surplus property to the city's need and directing disposal of same.

Motion was made by Alderman Woodall, seconded by Vice Mayor Jennings to approve Resolution No. 22-73. A unanimous voice vote indicated approval.

Resolution No. 22-73 Approved

- H. Resolution No. 22-74** - A resolution to authorizing the acceptance of the best bid for the purchase of supplies in the Water Distribution Department for the Fiscal Year 2023.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 22-74. A unanimous voice vote indicated approval.

Resolution No. 22-74 Approved

- I. Resolution No. 22-75** - A resolution to authorizing the acceptance of the best bid for the purchase of supplies in the Natural Gas Department for the Fiscal Year 2023.

Motion was made by Alderman Woodall, seconded by Alderman McDowell to approve Resolution No. 22-75. A unanimous voice vote indicated approval.

Resolution No. 22-75 Approved

- J. Discussion – Water Projects**

Bryan Price, Utilities Director, and Greg Sanford from OHM Advisors updated the board on ARPA Funding and the projects that have been completed with the funds. To be eligible for

ARPA funding the city had to complete the TDEC Infrastructure Scorecard. With this funding a plan must be in place and address them. The utility department has been addressing old meter and changing those out for new. Future plans will be for the Oak Hill water tank, it being a major tank. This funding can be used for sewer projects as well. Price also listed projects looking to complete to address our Drought Management Needs.

Adjournment

Motion was made to adjourn the meeting at 7:07 pm.

Mike Callis, Mayor

Patricia Keen, City Recorder