

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

July 11, 2022

1. **Call to Order** - Mayor Callis called the meeting to order at 5:02 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 July 11, 2022, with the following members in attendance: Alderwoman Penny Barnes, Alderman Mike Hall, Vice Mayor Drew Jennings, Alderwoman Megann Thompson, and Alderman Brian Woodall. Alderman Jody McDowell, Alderman Thomas Dillard and City Attorney John R. Bradley were absent. City Recorder Patricia Keen was present.
4. **Approval of Minutes from June 20, 2022, Council Meeting**
A motion was made by Alderwoman Thompson 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 Alderwoman Barnes, seconded by Alderman Hall to approve the agenda. Resolution 22-84 needs to be deleted from the agenda. A unanimous voice vote indicated approval of the agenda as amended.
The agenda was approved as amended.
6. **Communications from Mayor/Aldermen**
Alderman Woodall expressed how proud he was of the employees working out in the heat and they need to take precaution.
7. **Public Recognition – No one spoke.**
8. **Departmental Reports** - Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve the reports. A unanimous voice vote indicated approval of the monthly reports as presented. Reports accepted as presented.
9. **Mayor's Report**
Mayor Callis announced the new utility bills that will be going out, thanks to the Business Office for their work on this project. Bids were received and open with only one bidder for the demolishing of the Dan Jenkins building. This will be rebid with changes made. Mayor discussed water issues and how hoping things will get better. Need rain for water source. Burn ban and firework ban helped out.
10. **Community Development – Alderwoman Megann Thompson – No items**

11. Finance – Alderwoman Penny Barnes

- A. Resolution No. 22-84** - A resolution to appoint one member, Sonja Schuette to the City of Portland’s Audit Committee.

Resolution No. 22-84 Deleted from agenda

12. Fire Department – Alderman Jody McDowell – No items

13. Human Resources – Alderwoman Penny Barnes

- A. Resolution No. 22-85** - A resolution to adopt the new salary classification and compensation plan for the City of Portland.

Motion was made by Alderwoman Barnes, seconded by Alderwoman Thompson to approve Resolution No. 22-85. A voice vote of 3-2 indicated approval. (Barnes, Jennings and Thompson – aye) (Hall and Woodall – nay)

Resolution No. 22-85 Approved

- B. Ordinance No. 21-03 – Second Reading** – An ordinance of the adoption of a schedule of authorized positions for the City of Portland.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Ordinance No. 21-03 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 21-03 Approved on Second Reading

14. Legislative – Mayor Mike Callis

- A. Ordinance No. 22-41 – Second 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, Tennessee by increasing the rate one half of one percent.

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

Ordinance No. 22-41 Approved on Second Reading

15. Municipal Airport – Alderman Mike Hall – No items

16. Parks & Recreation – Alderman Megann Thompson – No items

17. Police Department – Vice Mayor Drew Jennings – No items

18. Planning & Codes – Alderwoman Megann Thompson

- A. Ordinance No. 22-49 - First Reading** – An ordinance to amend the City of Portland, Tennessee zoning map by rezoning 500A & 500B West Market Street, 107 & 111 Sandye Avenue, Tax Map 34E, Group D, Parcels 014.02,014.03, 014.04, 014.05 from GCS (General Commercial Services) to RM-1 (High Density Residential).

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 22-49 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-49 Approved on First Reading

19. Public Works Department – Alderman Brian Woodall

- A. Ordinance No. 22-45 - Second Reading** – An ordinance to enter into an agreement with Civil & Environmental Consultants, Inc. to provide engineering services for the City of Portland Stormwater Input and Outfall Mapping Project.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-45 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-45 Approved on Second Reading

- B. Ordinance No. 22-46 - Second Reading** – An ordinance to enter into an agreement with Wiser Consultants to provide engineering services for the City of Portland for the resurfacing and improvements to various sections of Kirby Road and South Russell Street.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-46 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-46 Approved on Second Reading

20. Department of Utilities – Alderman Brian Woodall

- A. Ordinance No. 22-44 - Second Reading** – An ordinance to authorize the mayor to enter into a developer's agreement with Shoals Way Industrial 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 Alderwoman Thompson, seconded by Alderman Hall to approve Ordinance No. 22-44 on second reading as amended since first reading. A unanimous voice vote indicated approval.

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

- B. Resolution No. 22-86** - A resolution authorizing the approval of water main improvements for one water and one sewer tap for the Shoals Way Industrial development on Shoals Way, Tax Map 018, Parcel 015.02, developer Shoals Way Industrial, LLC.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 22-86. A unanimous voice vote indicated approval.

Resolution No. 22-86 Approved

- C. Ordinance No. 22-47 - Second Reading** - An ordinance to authorize the mayor to enter into a developer's agreement with Brimstone Builders, LLC for the water improvements, including the upsizing of an existing waterline, along the property's entire road frontage, to an 8" waterline along Woods Road in Sumner County for the Brimstone Woods Road Development, located at 318 Woods Road, Tax Map 016, Parcel 047.03 in Portland, Tennessee.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-47 on second reading as amended since first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-47 Approved on Second Reading

- D. Resolution No. 22-87** - A resolution authorizing the approval of water main improvements for eleven (11) water taps for the Brimstone Woods Road development, located at 318 Woods Road, Tax Map 016, Parcel 015.02, developer Brimstone Builders, LLC in Portland, Tennessee.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Resolution No. 22-87. A unanimous voice vote indicated approval.

Resolution No. 22-87 Approved

- E. Ordinance No. 22-48 - Second Reading** – An ordinance to enter into an agreement between the City of Portland and Mid-Cumberland Community Action Agency for the Low Income Household Water Assistance Program.

Motion was made by Alderman Woodall, seconded by Vice Mayor Jennings to approve Ordinance No. 22-48 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-48 Approved on Second Reading

- F. Ordinance No. 22-50 - First Reading** – An ordinance to enter into an agreement with Moss Welding, LLC for the TGT Road relocation of the 12-inch steel natural gas main and improvements.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-50 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-50 Approved on First Reading

- G. Resolution No. 22-88** - A resolution to approve change order #1 reducing the contract amount with Hethcoat & Davis by \$34,000 for a total contract price of \$95,000 for the engineering services for the 2021 Sewer Point Repairs Project.

Motion was made by Alderman Woodall, seconded by Alderman Hall to approve Resolution No. 22-88. A unanimous voice vote indicated approval.

Resolution No. 22-88 Approved

H. Resolution No. 22-89 - A resolution authorizing the City of Portland to extend the existing agreement with Thurman's Lawn & Landscapes, LLC for the FY 2023.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Resolution No. 22-89. A unanimous voice vote indicated approval.

Resolution No. 22-89 Approved

Adjournment

Motion was made to adjourn the meeting at 6:03 pm.

Mike Callis, Mayor

Patricia Keen, City Recorder