

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

August 1, 2022

1. **Call to Order** - Mayor Callis called the meeting to order at 5:30 P.M.
2. **Prayer/Pledge** – Chief Jason Williams offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on August 1, 2022, with the following members in attendance: Alderwoman Penny Barnes, Alderman Thomas Dillard, Alderman Mike Hall, Vice Mayor Drew Jennings, Alderwoman Megann Thompson, and Alderman Brian Woodall. Alderman Jody McDowell was absent. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from July 11, 2022, Council Meeting**
A motion was made by Alderwoman Thompson seconded by Alderman Dillard 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 Thompson, seconded by Vice Mayor Jennings to approve the agenda. A unanimous voice vote indicated approval of the agenda.
The agenda was approved.
6. **Presentation**
Mayor Callis presented Dene Shehadi with a proclamation for his gold medal at the 2022 Special Olympics USA Games in Orlando held in June 2022.
7. **Communications from Council Members**
Alderman Dillard wished to thank the Parks Department for allowing Little League use the parks ball fields for tournaments. Alderwoman Thompson wished to thank the Water Department for the repairs on Hwy 52.
8. **Public Recognition**
Jason Barnes, 110 Sharon Drive – spoke against Ordinance No. 22-51 and 22-52 regarding fireworks. He reported he pulled a records request of how many calls were made for fireworks from June 27 – July 13 and was given a total of 81 calls during that time. Wanted to know why no citations were given and only warnings. Questioned the potential penalties for violating the ordinance. He had issues of why fireworks were allowed at versus places on properties when not given permission. His opinion is to ban all firework from city limits.

Charles Best, 175 Brandy Lane – spoke regarding Resolution 22-93 regarding records request notification to employees. States he is having a problem getting information requested. Questions

why there are not files on mayor and aldermen. Asked why the Police Chief only had two pages in his file. Questions why things are not being scanned and given out per request.

Anna Gambrell, 601 South Russell Street – spoke regarding her rezone at 601 South Russell Street. She reported the entrance was on South Russell Street, 20 ft. easement. It would not be on Hwy 52.

Curtis Grove, 104 Arthur Court – spoke on Retail Strategies. He feels the amount of money is too much and thinks the Chamber should be doing it. Portland a small town and it's just a numbers game for us. Look at the surrounding areas and what they have.

9. Public Hearing – None

10. Mayor's Report

Mayor Callis asked Bryan Price, Director of Utilities to speak on Natural Gas. Price explained how we have two hedges now with prices at \$2.575 and \$2.80. With prices going up would like to purchase more hedge to ensure we can keep prices down for our customers.

11. Community Development – Alderwoman Megann Thompson

A. Discuss contract agreement with Retail Strategies, LLC.

Alderwoman Thompson led the discussion to renew the contract once again with Retail Strategies. She feels this company knows more on how to do things. There are two conferences coming up, Atlanta and Nashville and Portland need someone there that knows how to work it. There was a discussion as to what they have brought Portland so far, Planet Fitness was said to come from this. It was then discussed to be able to meet or talk with the company. Mayor said would see if they would do a video conference with the council.

12. 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.

Motion was made by Alderwoman Barnes, seconded by Alderman Hall to approve Resolution No. 22-84. A unanimous voice vote indicated approval.

Resolution No. 22-84 Approved

B. Resolution No. 22-90 - A resolution amending the model debt policy for the City of Portland.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-90. A unanimous voice vote indicated approval.

Resolution No. 22-90 Approved

C. Resolution No. 22-91 - A resolution to establish a Police E-Citation Special Revenue Fund for the City of Portland.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-91. A unanimous voice vote indicated approval.

Resolution No. 22-91 Approved

13. Fire Department – Alderman Jody McDowell – No items

14. Human Resources – Alderwoman Penny Barnes

- A. Resolution No. 22-92** - A resolution to approve a shift differential for certain regularly scheduled overnight hours.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 22-92. A unanimous voice vote indicated approval.

Resolution No. 22-92 Approved

- B. Resolution No. 22-93** - A resolution to authorize the City Recorder and/or the Human Resource Director to notify any current city employee if they are named in an open records request.

Motion was made by Alderwoman Barnes, seconded by Alderwoman Thompson to approve Resolution No. 22-93. City Attorney John Bradley explained by state law, when policemen personnel files are requested by someone they are notified. By passing this resolution, all employees will be notified. A voice vote indicated approval with Alderman Dillard voting nay.

Resolution No. 22-93 Approved

15. Legislative – Mayor Mike Callis

- A. Ordinance No. 22-51 - First Reading** – An ordinance to amend Ordinance No. 21-17 of the City of Portland Municipal Code Title 7, Fire Protection and Fireworks, Chapter 6, Fireworks by adding Section 3 to 7-604 on burn bans.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-51 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-51 Approved on First Reading

- B. Ordinance No. 22-52 - First Reading** – An ordinance to provide a make-up weekend for discharging fireworks due to a recent burn ban.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-52 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-52 Approved on First Reading

- C. Resolution No. 22-94** - A resolution to authorize the purchase and installation of two solar school zone warning lights along W. T. Hardison Avenue.

Motion was made by Vice Mayor Jennings seconded by Alderwoman Thompson to approve Resolution No. 22-94. A unanimous voice vote indicated approval.

Resolution No. 22-94 Approved

16. Municipal Airport – Alderman Mike Hall – No items

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

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

19. Planning & Codes – Alderwoman Megann Thompson

- A. Ordinance No. 22-53 - First Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning 823 South Broadway, Tax Map 039B, Group A, Parcel 12.02 from RR (Rural Residential) to OPS (Office Professional Services).

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 22-53 on first reading. A unanimous voice vote indicated approval.

B. Ordinance No. 22-53 Approved on First Reading

- C. Ordinance No. 22-54 - First Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning 601 South Russell Street, Tax Map 033J, Group A, Parcel 037.00 from OPS (Office Professional Services) to RM-1 (High Density Residential).

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Ordinance No. 22-54 on first reading. It was noted the Planning staff asked to have this rezone deferred due to lack of information regarding traffic and what was going to be built. Traffic being the big concern but landowner felt with it being residential it would be less traffic and the entrance would be on South Russell Street. A voice vote indicated to defer Ordinance No. 22-54.

Ordinance No. 22-54 Deferred

- D. Ordinance No. 22-55 - First Reading** – An ordinance to amend the City of Portland, TN zoning map by rezoning 780 and 782 College Street, Tax Map 034, Parcels 72.07 and 72.09 from RS-40 (Residential) to R-15 (Residential).

Motion was made by Alderwoman Thompson, seconded by Alderman Dillard to approve Ordinance No. 22-55 on first reading. There was a lengthy discussion regarding water for more subdivisions. Bryan Price, Dir. of Utilities report developers are making their contributions for permits. A voice vote indicated approval with Alderman Dillard and Alderman Hall voting nay.

Ordinance No. 22-55 Approved on First Reading

20. Public Works Department – Alderman Brian Woodall

- A. Ordinance No. 22-56 - First Reading** – An ordinance authorizing the acceptance of the best bid for the rock/gravel haul contract effective September 1, 2022 thru June 30, 2025 followed by two (2) one year renewal options.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 22-56 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-56 Approved on First Reading

- B. Ordinance No. 22-57 - First Reading** – An ordinance authorizing rate structures for Stormwater Land Disturbance Permits and Stormwater Engineering Plan Reviews.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-57 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-57 Approved on First Reading

- C. Discuss** - update on Grants

Carlton Cobb, Public Works Director gave an update on the Scattersville Road paving grant. Saying it could be 2 weeks or 2 months. Looking at doing it ourselves and paying TDOT back for the engineering. If the city does the paving it would cost approximately \$395,000 but if we got the grant, it would cost approximately \$100,000. Mayor Callis is concerned possibly missing the paving window this year. Will come back to the council later on what to do.

21. Department of Utilities – Alderman Brian Woodall

- A. Ordinance No. 22-50 - Second 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 second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-50 Approved on Second Reading

- B. Resolution No. 22-95** - A resolution authorizing the City of Portland to extend the existing pump motor agreement with John Bouchard, and Southern Sales for the FY 2023.

Motion was made by Alderman Woodall, seconded by Alderman Dillard to approve Resolution No. 22-95. A unanimous voice vote indicated approval.

Resolution No. 22-95 Approved

- C. Ordinance No. 22-58 - First Reading** – An ordinance for the City of Portland to enter into a contract with the Tennessee Department of Transportation (TDOT) for relocation of gas utilities within the proposed state industrial access serving Project Commodore (Dorman Products).

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-58 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-58 Approved on First Reading

- D. Ordinance No. 22-59 - First Reading** – An ordinance for the City of Portland to enter into a contract with the Tennessee Department of Transportation (TDOT) for relocation of sewer utilities within the proposed state industrial access serving Project Commodore (Dorman Products).

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-59 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-59 Approved on First Reading

- E. Ordinance No. 22-60 - First Reading** – An ordinance for the City of Portland to enter into a contract with the Tennessee Department of Transportation (TDOT) for relocation of water utilities within the proposed state industrial access serving Project Commodore (Dorman Products).

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-60 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-60 Approved on First Reading

- F. Ordinance No. 22-61 - First Reading** – An ordinance to enter into an agreement with Hussey Gay Bell Nashville, LLC to provide engineering services for a 12-inch water line improvements on Eubanks Road.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-61 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 22-61 Approved on First Reading

Adjournment

Motion was made to adjourn the meeting at 7:52 pm.

Mike Callis, Mayor

Patricia Keen, City Recorder