



**BOARD OF MAYOR AND ALDERMEN
Minutes for November 3, 2025 at 5:00 PM**

1. Call to Order

Mayor Mike Callis called the meeting to order at 05:06 PM.

2. Prayer and Pledge

Mayor Mike Callis led the prayer and pledge.

3. Roll Call

Present: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Also, Present: Mayor Mike Callis, City Attorney John Bradley, City Recorder Tracy Kizer, Finance Director Rachel Slusser

4. Approval of Agenda

Motion to: Approve

By: Alderman Woodall

Second: Alderman Jennings

Yes: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Motion Passed (voice vote)

5. Presentation

- No Items

6. Public Comment Period

- No one spoke

7. Public Hearing

- No Items

8. Communications from Council Members

Alderman Woodall advised Halloween in the park was a terrific event and reminded everyone of the 52nd Annual Highland Craft Show, November 8th, 2025 at Richland Gym.

Vice-Mayor Thompson wished Alderman Ellis a Happy Birthday.

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

- Commercial Progress in the City —
 - Waffle House is now open.
 - Zaxby's has submitted their project on Hwy 52.
 - Travel Center of America has been approved.
 - County Inn & Suites has been approved.
 - Scooters is under construction.
 - Highway 52 West has lots of work going on because of by-pass.
 - North 109 has work on gas transmission lines.

Portland Investment Act — May 5th referendum — The City is not getting the shared revenue from the 2002 State Sales Tax increase. Mayor Callis requested all to vote on the May 5th referendum. Mayor Callis asked for Council members to reach out to the General Assembly to restore the historic shared revenue percentages.

EPA & PFAS — EPA may mandate testing and reporting and managed treatment at the water plant. May have to seek a 3rd party consultant.

EPA & Fluoride — TN is reviewing fluoride mandate requirements in treated water.

Community Recipe book — Mayor Callis requested all council members submit their recipe or family member's recipe.

10. Consent Calendar

Motion to: Approve

By: Alderman Woodall

Second: Alderman Ellis

Yes: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Motion Passed (voice vote)

- A. Resolution No. 25-75 — A Resolution to re-appoint Tom Driscoll and appoint Jess Birdwell, to the Portland Municipal Zoning Board of Appeals.
- B. Resolution No. 25-76 — A Resolution to appoint new member James Dipiazza to the Portland Municipal Planning Commission.
- C. Resolution No. 25-77 — A Resolution to re-appoint Robert Tooker to the Portland Municipal Planning Commission.
- D. Minutes from the October 20, 2025 City Council Meeting

11. Community Development – Vice-Mayor Megann Thompson

- No Items

12. Finance – Alderman Vince Ellis

- No Items

13. Fire Department – Alderman Jody McDowell

- No Items

14. Human Resources – Alderman Vince Ellis

- No Items

15. Legislative – Mayor Mike Callis

- A. Resolution No. 25-74 — A Resolution to establish meeting dates for 2026.

Motion to: Amend by adding Council meetings on June 15 and November 16th.

By: Alderman Woodall

Second: Alderman Cole

Discussion: Discussion was held about the meetings not being on the calendar because those dates are near holidays. City Attorney Bradley also advised, if the meetings were voted by Council, they would have to be voted by Council to cancel the meeting.

Withdraw Amendment Alderman Woodall and Alderman Cole.

Motion to: Amend by adding June 15th only.

By: Alderman Woodall

Second: Vice-Mayor Thompson

Yes: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Amendment Passed (voice vote)

Vote to: pass as amended

Yes: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Motion Passed (voice vote)

16. Municipal Airport – Alderman Mike Hall

- No Items

17. Parks & Recreation – Alderman Brian Woodall

- No Items

18. Planning & Codes – Vice-Mayor Megann Thompson
- No Items

19. Police Department – Alderman Drew Jennings
- No Items

20. Public Works – Alderman Brian Woodall

- A.** Resolution No. 25-78 — A Resolution to adopt the Paving and Sealing Priorities for the 2025 Fall and 2026 Spring season with funds that were allocated in the 2025-2026 fiscal budget.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor Thompson

Discussion: Director Cobb advised that Airport Road is first on the list. The list is in paving order.

Yes: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Motion Passed (voice vote)

- B.** Ordinance No. 25-59 – First Reading - An Ordinance authorizing the acceptance of the best bid for the City of Portland 2025 sidewalk contract effective December 1, 2025 - December 31, 2026, with a one (1) one year renewal option.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor Thompson

Yes: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Motion Passed (voice vote)

- C.** Discuss Tipping Fees- Director Cobb advised that there is a new solid waste transfer station in New Deal. Director Cobb has checked the location and met with the owners, operators and talked with the state. A company has bought out small companies throughout the state and changed to transfer stations.

Director Cobb advised the following:

- The pricing is a little higher.
- The location is 9 miles from the city.
- This could save between 15,000–20,000 in fuel annually.
- More saved on maintenance.
- Mattress fees are the same.
- Currently, cannot drop off after 1:00 PM because of the time it takes to drive there and back and the possible wait in line at the transfer station.

Discussion was held about concerns and advantages.

After discussion, it was determined that Director Cobb would get roll-off service pricing, contract information, price changes due to changes in the area and reach out to Sumner Resource Authority for pricing.

21. Utility Infrastructure – Alderman Charles Cole

- A.** Resolution No. 25- 79 – A Resolution to approve change order #1 to add an additional bid item for the installation of a full circle repair clamp when abandoning old water services in the increased amount of \$750 per service with Perdue Trucking and Excavation for 2025 Annual Water Service Line Replacement Project.

Motion to: Approve

By: Alderman Cole

Second: Alderman McDowell

Discussion: Director Price advised this was not included in the bid, but is needed for cast iron change.

Yes: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Motion Passed (voice vote)

- B.** Ordinance No. 25-60 – First Reading an ordinance to rescind in its entirety ordinance 25 - 24 and replace with this ordinance to amend the pay-in-lieu of fee for capital projects completed by the city for water, sewer, natural gas, and capacity letter maintenance fees

Motion to: Approve

By: Alderman Cole

Second: Alderman Woodall

Discussion: Director Price advised this came from the Ad Hoc committee. The change is in the calculation of pay-in-lieu of. It is not based on the size water line that would be needed.

Yes: Alderman Cole, Alderman Ellis, Alderman Hall, Alderman Jennings, Alderman McDowell, Vice-Mayor Thompson, Alderman Woodall

Motion Passed (voice vote)

Director Price updated that the Mason Tank is down and causing low pressure in the Fowler Ford Road area. Director Price explained that they are working on improvements and some repairs and should finish in the next two weeks. After that, the Oak Hill tank will be down for two weeks, while improvements are made and some folks will experience low pressure issues.

Alderman Woodall requested that we notify people in the area now. Director Price advised they would get something out.

Another issue is the pump station on Ewing Drive needing repair. Repairs are under contract and will be making repairs soon.

IT Media Manager, Cedric Gregory reminded everyone to sign up on the City website for updates through your email or texting, on water flow changes, road blocks, and many other city issues.


Adjournment

Motion to Adjourn by Alderman Cole; Second by Alderman Jennings;

Motion passed by voice vote to **adjourn at 5:55 PM.**



Mike Callis, Mayor



Tracy Kizer, City Recorder

City of Portland Public Comment Sign-In Sheet

- In accordance with Resolution #25-41, public comments are allowed when those comments are germane to agenda items (*this includes public hearings*), except where otherwise prohibited.
- Comments are limited to a maximum of 5 minutes per individual, and the number of speakers and/or allotted time may be limited by the presiding officer to ensure opposing views are heard.

Sign up before the start of the meeting to speak on public hearings and other agenda items.

Speaker Information		List which public hearing and/or agenda item you would like to speak on.
<i>Print Name</i>		
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The Following Is To Be Filled Out By The Presiding Meeting Clerk

Board/Committee **Work Study for City Council** Meeting Date: **4:00 PM November 3, 2025** Page Number: 1 of ____

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