

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

July 10, 2023

A. Call to Order – Vice-Mayor McDowell called the meeting to order at 5:08 P.M. at Portland City Hall.

B. Prayer/Pledge –Chief Sam Thornton offered the Invocation and the Pledge of Allegiance.

C. Roll Call -

Present:

Alderdwoman Penny Barnes
Alderman Mike Hall
Alderdwoman LaToya Holcomb
Alderman Drew Jennings
Vice Mayor Jody McDowell
Alderman Brian Woodall

Also Present:

Assistant City Recorder Tracy Kizer
Finance Director, City Recorder Rachel Slusser
City Attorney John R. Bradley

Absent:

Mayor Mike Callis
Alderdwoman Megann Thompson

D. Approval of Minutes from June 5, 2023, Council Meeting. Motion was made by Alderman Jennings, seconded by Alderman Woodall to approve the minutes as presented. **Voice vote indicated approval.**

E. Approval of Agenda. Motion was made by Alderman Jennings, second by Alderdwoman Holcomb to approve. **Voice vote indicated approval of the agenda.**

F. Communications from Council Members – Alderman Woodall made mention that this Thursday Night was a Music on Main event and encouraged everyone to attend.

G. Public Comment Period–

1. Ricky Roberts spoke about Utility's item 15 – Insurance Claim.
2. Leona Rhodes spoke about speeding on Old Westmoreland Road. Vice-Mayor McDowell moved discussion under Police.

H. Department Reports – Motion was made by Alderman Jennings, second by Alderdwoman Barnes to approve. **Voice vote indicated approval of the Department Reports.**

I. Mayor's Report – presented by Vice-Mayor McDowell for Mayor Callis

1. Mayor is attending the Sumner County Legislative meeting for TDEC water grant.
2. Storm clean-up continues, but there is a large number of trees damaged.
3. Music on Main will be this Thursday night July 13th at 6:30 pm.
4. Farmers Market is Thursday July 13th at Richland Park from 3:30 to 7 pm.
5. Elvis Tribute Show is July 15th at the Temple Theater.
6. Back to School Bash is Saturday, July 22nd at Richland Park.

J. Community Development – Alderdwoman Megann Thompson – No items

K. Finance – Alderdwoman Penny Barnes

1. **Ordinance No. 23-37 - First Reading** - An Ordinance of the City of Portland, Tennessee, amending budget ordinance no. 23- 25 for the fiscal year beginning July 1, 2023, and ending June 30, 2024. Motion by Alderdwoman Barnes seconded by Alderman Woodall. **Voice vote indicated approval.**

2. **Ordinance No. 23-38 – First Reading** – An Ordinance providing for the levy on all real property, personal property, and ad valorem taxes for the City of Portland, Tennessee for the year 2023. Alderwoman Barnes made a motion to approve, second by Alderman Jennings. Discussion and explanation of the changes set by the state board of equalization, and their calculation of the new certified tax rate. Atty Bradley told board to defer the vote until after he contacted the state. Motion to defer by Alderman Jennings, second by Alderman Hall. **Voice vote indicated approval to defer Ordinance.**

L. Fire Department –

Financed by: General Fund

1. **Resolution 23-64** - A Resolution in support of the continued joint coverage agreement between Sumner and Robertson County's Emergency Medical Services. Motion to approve by Alderman Jennings, Second by Alderman Woodall. **Voice vote indicated approval.**

M. Human Resources – Alderwoman Penny Barnes

1. **Ordinance No. 23-36** - An Ordinance to update the Employee Christmas Bonus. Discussion Alderman Hall asked how many employees this effected, and Alderwoman Barnes asked for a breakdown. It was noted that information would be requested for Hazel Johnson. Motion by Alderwoman Barnes to approve, second by Alderman Hall. **Voice vote indicated approval.**
2. **Resolution No. 23-74** – A Resolution to discontinue a period of temporary employment for employees of a political subdivision participating in the Tennessee Consolidated Retirement System in accordance with Title 8 section 34 through 37 of the Tennessee Code Annotated. Alderwoman Barnes moved to approve, second by Alderman Jennings. **Voice vote indicated approval.**

N. Legislative – Vice-Mayor Jody McDowell

1. **Resolution No. 23-71** - A Resolution to Re-Appoint Three (3) New Members to the Portland Industrial Board. Annotated. Alderman Jennings made motion to approve, second by Alderman Woodall. **Voice vote indicated approval.**

O. Municipal Airport – Alderman Mike Hall

Financed by: Special Revenue Fund

1. **Ordinance No. 23-28 –Second Reading** - An Ordinance approving a contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for a contract to update the Portland Municipal Airport Layout Plan. Motion to approve by Alderman Hall, second by Alderwoman Barnes. **Voice vote indicated approval.**

P. Parks & Recreation – Alderman Brian Woodall

Financed by: General Fund / Special Revenue Fund – Golf Course

1. **Discussion – Swimming Pool** – Jamie White wanted to update the Council about the status of the swimming pool. The State will require engineering plans for the repair or replacing of the pool. Jamie White recommended core drilling at a price between \$6,000 to \$10,000 to see if the pool can remain at current location. The Council agreed that should be completed to determine the next step.
2. **Discussion – Second Richland Park Entrance** – Jamie White wanted to make the Council aware that there is a growing need for a second entrance/exit for Richland Park. During the May Carnival the road count for the one entrance was 16,700 vehicles. There is a concern for safety of emergency vehicles having access during high volume events. The cost is estimated between \$110,000 to \$150,000. Alderman Woodall wanted Council to think about and discuss with citizens to see the need.

Further Discussion - Mr. White reported should be getting cost for the Golf Course signs within the week.

Q. Police Department – Alderman Drew Jennings -

Financed by: General Fund

1. **Resolution No. 23-72** - A Resolution to apply for a Violent Crime Intervention Fund (VCIF) grant administered through the Department of Homeland Security. Motion to approve by Alderman Jennings, second by Alderwoman Barnes. **Voice vote indicated approval.**
2. **Public Comment Discussion** - Vice-Mayor McDowell questioned Chief Williams about the request made for speed bumps for Old Westmoreland Road. Request to spend rules to communicate with complainant. Voice vote indicated approval. Ms. Rhodes advised that everyone on her end of the street signed the petition that was presented last meeting. After discussion Chief Williams advised that extra patrol would be in the area.

R. Planning & Codes – Alderwoman Megann Thompson – No items

Financed by: General Fund

S. Public Works – Alderwoman LaToya Holcomb

Financed by: General Fund – Streets, City Mechanic / Special Revenue Fund – Sanitation, Stormwater

1. **Resolution No. 23-73** – A Resolution by the City of Portland, Tennessee to declare certain property owned by the city to become surplus. Motion to approve by Alderwoman Holcomb, second by Alderman Woodall. **Voice Vote indicated approval.**

T. Utility Infrastructure – Alderman Brian Woodall – Motion made by Alderman Jennings to move item T-13 – Discussion – Insurance Claim to item T-1 on the agenda. Second by Alderman Hall. **Voice Vote indicated approval.**

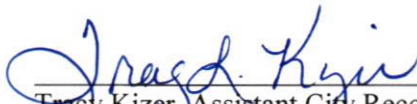
Financed by: Enterprise Fund – Water Distribution, Water Plant, Wastewater Collections, Wastewater Plant, Natural Gas Distribution, GIS, Engineering

1. **Discussion – Insurance Claim** – Bryan Price reviewed the issue at the Emanuel Church's insurance claim. Discussion led to advising the church to file with their insurance company to determine which party is at fault. Motion to suspend rules by Jennings, second by Alderwoman Holcomb have the Emanuel Church representative update the Council on status of repair and insurance claim. After discussion Vice-Mayor McDowell advised the church to file with their insurance company. City Attorney Bradley advised that he would talk with Public Entity Partners to see why the city's insurance company declined the claim.
2. **Ordinance 23-33 – Second Reading** - An Ordinance to enter an agreement with Cumberland Pipeline, LLC for the 2021 Masons tank 12-inch connector American Rescue Plan (ARP) project. Motion to accept Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
3. **Ordinance 23-34 – Second Reading** - An Ordinance to enter an agreement with Cumberland Pipeline, LLC for the Oak Hill Water System Improvements American Rescue Plan (ARP) project. Motion to approve Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
4. **Ordinance 23-35 – Second Reading** - An Ordinance to enter an agreement with Phoenix Fabricators and Erectors, LLC for the Oak Hill Elevated Tank Improvements American Rescue Plan (ARP) Project. Motion to approve Alderman Woodall, second by Alderwoman Barnes. Bryan Price presented the ordinance keeping the Oak Hill Tank intact and tearing down the Collins Tank. Motion by Alderman Hall to amend as presented, second by Alderwoman Holcomb. **Voice vote indicated approval of amendment. Voice vote indicated approval of amended Ordinance.**

5. **Ordinance 23-29 – Second Reading** - An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in the Portland Natural Gas Department effective July 1, 2023, through June 30, 2024. Move to approve by Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
6. **Ordinance 23-30 – Second Reading** - An Ordinance authorizing the acceptance of the best bids for the purchase of supplies in the Water Distribution Department for fiscal year 2024. Move to approve Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
7. **Ordinance 23-31 – Second Reading** - An Ordinance authorizing an agreement between the City of Portland, Southern Sales, and Straeffer Pump & Supply, Inc. for water/wastewater pump/motor maintenance services and appurtenances. Move to approve Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
8. **Ordinance 23-32 – Second Reading** - An Ordinance to authorize acceptance of best bids for various chemicals for the City of Portland for fiscal year 2024. Move to approve Alderman Woodall, second by Alderwoman Holcomb. **Voice vote indicated approval.**
9. **Resolution No. 23- 65** - A Resolution to approve change order #1 in the decreased amount of \$610,877 for the contract with Cumberland Pipeline, LLC for the Masons Tank 12-inch connector American Rescue Plan (ARP) project. Move to approve Alderman Woodall, second by Alderwoman Barnes. Bryan Price explained the changes and distributed project breakdown. **Voice vote indicated approval.**
10. **Resolution No. 23- 66** - A Resolution to approve change order #1 in the decreased amount of \$581,097.50 for the contract with Cumberland Pipeline, LLC for the Oakhill Water System Improvements American Rescue Plan (ARP) project. Move to approve Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval.**
11. **Resolution No. 23- 67** - A Resolution to approve final adjusting change order #3 in the decreased amount of \$21,374.87 for the 2021 Gravity Sewer Interceptor Project. Move to approve Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval. Alderwoman Holcomb absent during vote, Alderman Hall was no vote.**
12. **Resolution No. 23-68** - A Resolution to approve final adjusting change order #3 in the decreased amount of \$21,374.87 for the 2021 Gravity Sewer Interceptor Project in the amount of \$20,000. Move to approve by Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval. Alderwoman Holcomb absent from vote.**
13. **Resolution No. 23-69** - A Resolution authorizing the city to apply for a Tennessee Department of Environment and Conservation (TDEC) Competitive American Rescue Plan Act (ARPA) grant for Resource Protection. Move to approve by Alderman Woodall, second by Alderwoman Barnes. **Voice vote indicated approval. Alderman Hall was no vote.**

Adjournment – Motion to adjourn made by Alderman Hall, second by Alderwoman Thompson. **Meeting adjourned at 7:02 pm.**


Mike Callis, Mayor


Tracy Kizer, Assistant City Recorder