

**CITY OF PORTLAND
BOARD OF MAYOR AND ALDERMEN
MINUTES**

**November 6, 2023
6:00 PM**

1. Call to Order

Mayor Mike Callis called the meeting to order at 06:02 PM.

2. Prayer and Pledge

Dr. Dave Snook led the prayer and pledge.

3. Roll Call

Present

Alderwoman Penny Barnes
Alderman Mike Hall
Alderwoman LaToya Holcomb
Alderman Drew Jennings
Vice-Mayor Jody McDowell
Alderwoman Megann Thompson
Alderman Brian Woodall

Also Present

Absent

***Note:** Alderman Mike Hall left the meeting at 7:40 pm.

4. Approval of Minutes

A. Minutes 10-16-23

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Thompson

Yes: Alderwoman Barnes
Alderman Hall
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: None

Abstain: None

Absent:

Motion Passed(voice vote)

5. Approval of Agenda

Motion to: Approve

By: Vice-Mayor McDowell

Second: Alderwoman Thompson

Discussion: None

Yes: Alderwoman Barnes
Alderman Hall
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell

No: None

Abstain: None

Absent:

Aldерwoman Thompson
Alderman Woodall

Motion Passed(voice vote)

6. Public Presentation

A. History Museum Update

Dr. Shadowens reported the Portland Museum had approximately 650 visitors, they have damage to the building, will be concentrating on funding and other information.

7. Public Comment Period

- Drew Thompson spoke against Ordinance No. 23-58.

**Motion to: Suspend the Rules, so Drew Thompson
could continue his thoughts on the Ordinance.**

Second: Vice-Mayor McDowell

By: Alderman Jennings

No:None

Yes:Aldерwoman Barnes

Abstain: None

Alderman Hall

Absent: Alderman Hall

Aldерwoman Holcomb

Alderman Jennings

Vice-Mayor McDowell

Aldерwoman Thompson

Alderman Woodall

Motion Passed(voice vote)

- Chris Shoemaker spoke against Ordinance No. 23-58.

8. Communications from Council Members

No comments

9. Department Reports:

A. Department Reports

Motion to: Approve

By: Alderman Woodall

Second: Aldерwoman Holcomb

Discussion: None

Yes:Aldерwoman Barnes

No:None

Alderman Hall

Abstain: None

Aldерwoman Holcomb

Absent:

Alderman Jennings

Vice-Mayor McDowell

Aldерwoman Thompson

Alderman Woodall

Motion Passed(voice vote)

10. Mayor's Report

- We are currently in a drought.

- If it continues, we will put drought mitigation plans in place.
 - Be careful with open burning.
 - Hopeful for rain soon.
 - The TOSHA inspection was this week and we had one violation that has already been corrected.
 - Rep William Lamberth has worked with the Airport Authority and they have received 2 million dollar no-match grant and will be working on projects.
 - The City has received both water grants they applied for.
 - 100 % on 5 million to up-grade water treatment plant - 4 million, 350k with City match of 750k
 - 100% of collaborative grant through the Sumner County submission. This will be for the pipeline installation. All projects have to be finished and paid out by September 3,2026.
- The City of Portland and the northern part of Sumner County received 1/5 of the available funding from the State of Tennessee.

11. Community Development – Alderwoman Megann Thompson

- A.** Resolution No. 23-95 - A Resolution authorizing an agreement with Sumner County in support of the submission of a Broadband Ready Grant application.

Motion to: Approve

By: Alderwoman Thompson

Second: Alderwoman Holcomb

Discussion: None

Yes:Alderwoman Barnes

No:None

Alderman Hall

Abstain: None

Alderwoman Holcomb

Absent:

Alderman Jennings

Vice-Mayor McDowell

Alderwoman Thompson

Alderman Woodall

Motion Passed(voice vote)

12. Finance – Alderwoman Penny Barnes

No Items

13. Fire Department – Vice Mayor Jody McDowell

No Items

14. Human Resources – Alderwoman Penny Barnes

- A.** Ordinance No. 23-58 - First Reading - An Ordinance to amend certain sections of the City of Portland Personnel Manual.

Motion to: Approve

By: Alderwoman Barnes

Second: Vice-Mayor McDowell

Discussion:

- Chief Thornton explained the history of comp time and the Fire Department's use of holiday, overtime and comp time accumulation and pay.
- Alderman Hall questioned if Chief Thornton was in support of this Ordinance. Chief Thornton replied yes.

- Alderwoman Barnes questioned the business side of the Ordinance, or what we are trying to achieve. Chief Thornton advised the auditors do not like our Comp time amount.
- Mayor Callis explained that he gave Chief Thornton a directive to stay within his budget. If anyone has an issue, come see him.
- Vice-Mayor McDowell questioned staffing, overtime, comp time and funding. He questioned why comp time was needed and how reducing comp time would help in overtime.
- Alderwoman Thompson questioned why holiday time was not at 24 hours, the same as their shift.
- Alderwoman Thompson questions what the cost of a new hire was. Chief Thornton explained the department has made several changes in uniforms, internal training, and other changes to reach an approximate cost of \$3000 for a new hire.
- Alderwoman Thompson questioned the hourly rate of new firefighters. Chief Thornton replied that a noncertified firefighter starts at \$13/hour.
- Alderwoman Thompson said if it's not broke don't fix it.
- Vice-Mayor McDowell questioned if firefighters ever ask for cashing in comp time or do they mostly want a day off. Chief Thornton replied it depends on the time of the year.

Motion to: Defer to first meeting in March and appoint a Committee to review.

By: Alderman Woodall
Discussion: None

Second: Alderwoman Barnes

Yes: Alderwoman Barnes
Alderman Hall
Alderman Woodall

No: Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Abstain: None
Absent: None

Motion Failed(Roll Call)

Motion to: Amend by removing the language dealing with changing the comp time.

By: Vice-Mayor McDowell
Discussion: None

Second: Alderwoman Thompson

Yes: Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: Alderman Hall
Abstain: None
Absent: None

Motion Passed(voice vote)

Motion to: Amend by striking the Holiday pay so that Human Resources can review all departments Holiday pay .

By: Alderman Woodall

Second: NONE

Motion Failed

Motion to: Amend by removing the holiday pay wording.

By: Alderwoman Thompson
Discussion: None

Second: Alderman Woodall

Yes: Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: Alderman Hall
Abstain: None
Absent: None

Motion Passed(voice vote)

Vote for amended Ordinance No. 23-58 -

Yes: Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: Alderman Hall
Abstain: None
Absent: None

Motion Passed(voice vote)

15. Legislative – Mayor Mike Callis

- A.** Resolution No. 23-94 - A Resolution to Appoint One Member to the Portland Housing Authority Board.

Motion to: Approve

By: Vice-Mayor McDowell
Discussion: None

Second: Alderman Woodall

Yes: Alderwoman Barnes
Alderman Hall
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: None
Abstain: None
Absent: None

Motion Passed(voice vote)

- B.** Ordinance No. 23-59 – First Reading - An Ordinance to amend Title 9 of the Portland Municipal Code by repealing and replacing Chapter 10, a provision for Mobile Food Vendors.

Motion to: Approve

By: Vice-Mayor McDowell
Discussion:

Second: Alderman Jennings

- Vice-Mayor McDowell said he has a concern about no limit of the number allowed in the City.

Motion to: Amend by excluding any trucks that are currently connected to the sewer system and, under a pretreatment program, will be excluded from moving each night.

By: Alderman Jennings
Discussion: None

Second: Alderwoman Thompson

Yes: Alderwoman Barnes
Alderman Hall
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: None
Abstain: None
Absent: None

Motion Passed (voice vote)

Back to ordinance as amended

Ordinance as Amend Vote:

Yes: Alderwoman Barnes
Alderman Hall
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: None
Abstain: None
Absent:

Motion Passed (voice vote)

* Alderman Hall left meeting at this time.

16. Municipal Airport – Alderman Mike Hall

No Items

17. Parks & Recreation – Alderman Brian Woodall

A. Discussion - New benches

- Alderman Woodall said several people have approached him wanting to buy benches & place small plaque in memory of someone like the new purple benches at city locations.
- Alderman Woodall suggested this would be a one-time purchase.
- Mayor Callis advised the ones at gazebo was a special project that high school students made.
- Purple mesh benches are 560/each and the city added padded area to mount.

18. Planning & Codes – Alderwoman Megann Thompson

- ##### **A. Ordinance No. 23-60 – First Reading – An Ordinance to amend title 20 of the Portland Municipal Code, by repealing and replacing Chapter 2, impact fees, to revise the impact fee schedule for Parks, Police, and Fire.**

Motion to: Approve

By: Alderwoman Thompson

Second: Alderwoman Holcomb

Discussion: Mayor Callis reported that the fees are at 50% of the fee that was recommended in the study.

Yes: Alderwoman Barnes
Alderwoman Holcomb
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: Alderman Jennings
Abstain: None
Absent: Alderman Hall

Motion Passed(voice vote)

19. Police Department – Alderman Drew Jennings

No Items

20. Public Works – Alderwoman LaToya Holcomb

- A.** Ordinance No. 23-55 – Second Reading - An Ordinance to enter into an agreement with Jetton Property Group and the City of Portland to construct a 50x80x22 salt building.

Motion to: Approve

By: Alderwoman Holcomb

Second: Alderman Woodall

Discussion: None

Yes: Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: None
Abstain: None
Absent: Alderman Hall

Motion Passed(voice vote)

- B.** Ordinance No. 23-56 – Second Reading - An Ordinance to enter an agreement with Campbell Partners to construct a concrete wall and concrete floor for a 50x80x22 salt building.

Motion to: Approve

By: Alderwoman Holcomb

Second: Alderman Woodall

Discussion: None

Yes: Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No: None
Abstain: None
Absent: Alderman Hall

Motion Passed(voice vote)

- C.** Ordinance No. 23-66 – First Reading - An Ordinance to authorize new collection fee rates for Sanitation Service in the City of Portland.

Motion to: Approve

By: Alderwoman Holcomb

Second: Alderman Woodall

Discussion: Alderman Woodall explained the increase was what the Ad Hoc committee suggested.

Yes:Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No:None
Abstain: None
Absent: Alderman Hall

Motion Passed(voice vote)

21. Utility Infrastructure – Alderman Brian Woodall

- A.** Ordinance No. 23-57 – Second Reading - An Ordinance to enter an agreement with EnSafe, Inc. for the underground storage tank closure project at the Water Treatment Plant.

Motion to: Approve

By: Alderman Woodall
Discussion: None

Second: Alderwoman Barnes

Yes:Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No:None
Abstain: None
Absent: Alderman Hall

Motion Passed(voice vote)

- B.** Ordinance No. 23-61 – First Reading - An Ordinance requiring all existing fire lines within the City of Portland water distribution system to be metered by January 31, 2025.

Motion to: Approve

By: Alderman Woodall
Discussion: Warren Garrett presented information
and reported that 56 locations have been tested.

Second: Alderwoman Barnes

Yes:Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell
Alderwoman Thompson
Alderman Woodall

No:None
Abstain:
Absent: Alderman Hall

Motion Passed(voice vote)

- C.** Ordinance No. 23-62 – First Reading – An Ordinance to authorize the Mayor to enter into a developer's agreement with Anita West Eade for upsizing the existing four (4) inch waterline along Highway 259 to a six (6) inch, located at 2098 Highway 259, tax map 013, parcels 24.00, 24.01, 24.02, and 24.03 in Portland, Tennessee.

Motion to: Approve

By: Alderman Woodall
Discussion: None

Second: Alderwoman Barnes

Yes:Alderwoman Barnes
Alderwoman Holcomb
Alderman Jennings
Vice-Mayor McDowell

No:None
Abstain: None
Absent: Alderman Hall

Alderwoman Thompson
Alderman Woodall

Motion Passed(voice vote)

- D.** Ordinance No. 23-63 – First Reading - An Ordinance to authorize the Mayor to enter into a developer's agreement with Kristen South for upsizing the existing four (4) inch waterline along South Church St to a six (6) inch and extending the waterline west along Oak St, then north to connect to the existing six (6) inch along West Main St, located at 1005 West Main St, tax map 016c, group a, parcels 16.00, 17.00, 18.00, 19.00, and 20.00 in Portland, Tennessee.

Motion to: Approve

By: Alderman Woodall

Second: Alderman Jennings

Discussion: None

Yes:Alderwoman Barnes

No:None

Alderwoman Holcomb

Alderman Jennings

Abstain:

Vice-Mayor McDowell

Alderwoman Thompson

Absent: Alderman Hall

Alderman Woodall

Motion Passed(voice vote)

- E.** Ordinance No. 23-64 – First Reading - An Ordinance to authorize the Mayor to enter into a developer's agreement with Lesa G. Fleming of Fleming Acres (Graves n Leath Rd) for upsizing the existing 4-inch waterline along Highway 259 to a 6-inch and the existing 2-inch waterline along North Leath Road to a 6-inch, located at 0 North Leath Road, tax map 014, parcels 35.02 in Portland, Tennessee.

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Barnes

Yes:Alderwoman Barnes

No:None

Alderwoman Holcomb

Alderman Jennings

Abstain: None

Vice-Mayor McDowell

Alderwoman Thompson

Absent: Mike Hall

Alderman Woodall

Motion Passed(voice vote)

- F.** Resolution No. 23-96 – A Resolution to approve change order #2 in the increase amount of \$31,437.34 for the contract with Cumberland Valley Constructors, Inc for the Wastewater Treatment Plant expansion.

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Barnes

Yes:Alderwoman Barnes

No:None

Alderwoman Holcomb

Abstain:

Alderman Jennings

Absent: Mike Hall

Vice-Mayor McDowell

Alderwoman Thompson

Alderman Woodall

Motion Passed(voice vote)

- G.** Resolution No. 23-97 - A Resolution to authorize the City of Portland to allow seventy-five additional sewer taps for the City of Mitchellville for the John McCloud and Brandon West development on Main Street.

Motion to: Approve

By: Alderman Woodall

Second: Vice-Mayor McDowell

Discussion:

Motion to: Amend the Resolution is contingent upon every aspect of the Developer's Agreement.

Second: Alderwoman Holcomb

By: Alderwoman Thompson

Discussion: None

No:None

Yes: Alderwoman Barnes

Alderwoman Holcomb

Abstain: None

Alderman Jennings

Vice-Mayor McDowell

Absent: Alderman Hall

Alderwoman Thompson

Alderman Woodall

Motion Passed (voice vote)

Vote for Amended Resolution

Yes:Alderwoman Barnes

No:None

Alderwoman Holcomb

Alderman Jennings

Abstain: None

Vice-Mayor McDowell

Alderwoman Thompson

Absent: Alderman Hall

Alderman Woodall

Motion Passed (voice vote)

- H.** Resolution No. 23-98 – A Resolution authorizing the approval of water improvements for twenty (20) water taps for Steven Graves, located on Billy Brown Rd, tax map 041, parcel 016.00 in Portland, Tennessee in the Oak Grove moratorium zone.

Motion to: Discuss

By: Alderman Woodall

Second: Alderwoman Barnes

Discussion: Megan Heisler advised the tap letter expired in September 2022.

No:Alderwoman Barnes

Alderwoman Holcomb

Alderman Jennings

Vice-Mayor McDowell

Alderwoman Thompson

Alderman Woodall

Yes: None

Abstain: None

Absent: Alderman Hall

Motion Failed (voice vote)

- I. Resolution No. 23-99 - A Resolution authorizing the release of a water tap for 3420 Highway 259 to connect to the City of Portland's water distribution system due to the hardship of a failing well system in the Oak Grove moratorium zone.

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Barnes

Discussion: Alderwoman Thompson questioned if it had been confirmed the problem with the well.

Megan Heisler advised that the requester said their pumps were going bad.

Motion to: Defer until paperwork has been brought validating that the well is failing and not the equipment.

Second: Vice-Mayor McDowell

By: Alderman Woodall

Discussion: None

No:None

Yes:Alderwoman Barnes

Abstain: None

Alderwoman Holcomb

Alderman Jennings

Absent: Alderman Hall

Vice-Mayor McDowell

Alderwoman Thompson

Alderman Woodall

Motion Deferred (voice vote)

- J. Resolution No. 23-100 - A Resolution approving a natural gas tap from the City of Portland that will be placed at the right of way for 150 B Trivett Drive, which will then be a customer-owned gas service line due to the terrain of the property.

Motion to: Approve

By: Alderman Woodall

Second: Alderwoman Holcomb

Discussion: None

Yes:Alderwoman Barnes

No:None

Alderwoman Holcomb

Alderman Jennings

Abstain: None

Vice-Mayor McDowell

Alderwoman Thompson

Absent: Alderman Hall

Alderman Woodall

Motion Passed(voice vote)

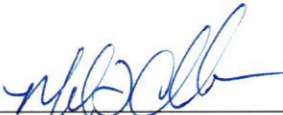
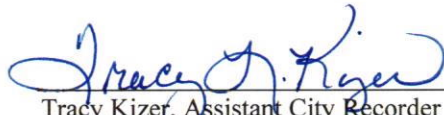
Adjournment

Motion to: Adjourn

By: Vice-Mayor McDowell

Second: Alderman Woodall

Meeting Adjourned at 8:24 pm.


Mike Callis, Mayor
Tracy Kizer, Assistant City Recorder