

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

February 6, 2023

1. **Call to Order** - Mayor Callis called the meeting to order at 5:13 P.M.
2. **Prayer/Pledge** – Mayor Callis offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on February 6, 2023, with the following members in attendance: Alderwoman Penny Barnes, Alderwoman LaToya Holcomb, Alderman Mike Hall, Alderman Drew Jennings, Vice Mayor Jody McDowell, Alderwoman Megann Thompson and Alderman Brian Woodall. City Attorney John R. Bradley and City Recorder Patricia Keen were present.
4. **Approval of Minutes from January 9, 2022, Council Meeting**
A motion was made by Alderwoman Thompson, seconded by Alderman Woodall 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 Vice Mayor McDowell, seconded by Alderwoman Barnes to approve the agenda. A unanimous voice vote indicated approval of the agenda.
The agenda was approved.
6. **City Historian – Nathan Shadowens**
Mr. Shadowens presented pictures and gave a narrative of 1874 Cold Springs School and 1915 Sumner County High School.
7. **Presenting** – Jim Irvine – President Portland American Legion
Mr. Irvine announced June 14 is recognized as “Flag Day” with the American Legion Post 75. At this ceremony, Post 75 will be burning and disposing of old retired flags for those who have turned them in to be destroyed.
8. **Communications from Council Members**
Alderman Hall asked to think about revisiting the chicken ordinance. Alderman Jennings announced this Saturday being the grand opening for the Temple Theater with Song Writers Night. March 11 will be Ronnie McDowell live.
9. **Public Recognition**
James Chaney – 332 Airport Road, spoke on Resolution 23-21, speed limit changes. Mr. Chaney has concerns of the speed on Airport Road in front of his house. Has noticed problems with the narrow road, speeders and the school bus being passed with the sign out. He added he feels council should be talking to voters of what they are voting on.

10. Public Hearing - None

11. Departmental Reports - Motion was made by Alderwoman Barnes, seconded by Alderman Jennings to approve the reports. A unanimous voice vote indicated approval of the monthly reports as presented. Reports accepted as presented.

12. Alcoholic Beverage Board – Vice Mayor Jody McDowell, Chairman

A. Application from – Rajesh Soni – new owner – BP 109
5989 Highway 31-W, Portland, TN

Motion was made by Alderman Hall, seconded by Alderwoman Thompson to approve the beer application from Rajesh Soni, location 5989 Highway 31-W. A unanimous voice vote indicated approval.

Beer Permit Approved

13. Mayor’s Report

Mayor Callis reported he has met and working Army Corp of Engineers grant. Step 1 is completed and working on step 2. Congratulations to Carlton Cobb for graduating from the Certified Public Manager class. Will be starting on budget work studies in March.

14. Community Development – Alderwoman Megann Thompson – No items

15. Finance – Alderwoman Penny Barnes

A. Ordinance No. 23-01 - Second Reading – An ordinance of the City of Portland, TN amending budget Ordinance No. 22-40 for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Ordinance No. 23-01 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 23-01 Approved on Second Reading

B. Resolution No. 23-09 - A resolution to authorize the submission of a loan application to the Tennessee Municipal Bond Fund for the purpose of potential upgrades to the Water Treatment Plant and Raw Water Intake System.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 23-09. A unanimous voice vote indicated approval.

Resolution No. 23-09 Approved

16. Fire Department – Vice Mayor Jody McDowell

- A. Resolution No. 23-10** - A resolution to pursue placement of a Safe Haven Baby Box inside a city fire hall.

Motion was made by Alderwoman Thompson, seconded by Alderman Jennings to approve Resolution No. 23-10. A unanimous voice vote indicated approval.

Resolution No. 23-10 Approved

17. Human Resources – Alderwoman Penny Barnes – No items

18. Legislative – Mayor Mike Callis

- A. Resolution No. 23-11** - A resolution to accept a 50% match Tourism Grant for Wayfinding Signs within the Community.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23-11. A unanimous voice vote indicated approval.

Resolution No. 23-11 Approved

- B. Resolution No. 23-12** - A resolution to approve guidelines for records maintenance and retention within the city.

Motion was made by Vice Mayor McDowell, seconded by Alderwoman Thompson to approve Resolution No. 23-12. A unanimous voice vote indicated approval.

Resolution No. 23-12 Approved

- C. Resolution No. 23-13** - A resolution to re-appoint one member, Elizabeth Villalobos to the Portland Historic Preservation Commission.

Motion was made by Alderman Woodall, seconded by Alderwoman Holcomb to approve Resolution No. 23-13. A unanimous voice vote indicated approval.

Resolution No. 23-13 Approved

- D. Resolution No. 23-14** – A resolution to appoint one member, LaToya Holcomb to the Ad Hoc Committee.

Motion was made by Vice Mayor McDowell, seconded by Alderwoman Thompson to approve Resolution No. 23-14. A unanimous voice vote indicated approval.

Resolution No. 23-14 Approved

- E. Resolution No. 23-15** – A resolution requesting the General Assembly to amend the Private Act Charter of the City of Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderman Hall to approve Resolution No. 23-15. After a lengthy discussion as to the changes and why they are being made, a motion was

made by Alderwoman Thompson, second by Alderwoman Barnes to defer to the March 6 council meeting. A unanimous voice vote indicated a deferral.

Resolution No. 23-15 Deferred

19. Municipal Airport – Alderman Mike Hall

- A. Ordinance No. 23-03 - First Reading** – An ordinance approving a contract between the Portland Airport Authority and the State of Tennessee Department of Transportation Aeronautics Division for contract participation in the Bipartisan Infrastructure Law Grant Program.

Motion was made by Alderman Hall, seconded by Vice Mayor McDowell to approve Ordinance No. 23-03 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 23-03 Approved on First Reading

20. Parks & Recreation – Alderman Brian Woodall

- A. Resolution No. 23-16** - A resolution to adopt the 2023 Dogwood Hills Golf Course Annual Membership Fees for the City of Portland.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Resolution No. 23-16. A unanimous voice vote indicated approval.

Resolution No. 23-16 Approved

- B. Ordinance No. 23-04 - First Reading** – An ordinance to enter into an agreement with GreenLid Design to provide engineering services for the City of Portland Parks Department maintenance building.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 23-04 on first reading. Motion was made by Alderman Woodall, second by Vice Mayor McDowell to change the amount to \$23,330. A unanimous voice vote indicated approval as amended.

Ordinance No. 23-04 Approved on First Reading as Amended

- C. Ordinance No. 23-05 - First Reading** - An ordinance to enter into an agreement with Nabholz Construction for the renovation/preservation of the Robert Coleman Community Center.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 23-05 on first reading. After a lengthy discussion regarding the price, it was asked if Nabholz Construction Company could come to the second reading and explain. A unanimous voice vote indicated approval.

Ordinance No. 23-05 Approved on First Reading

21. Police Department – Alderman Drew Jennings – No items

22. Planning & Codes – Alderwoman Megann Thompson

- A. Resolution No. 23-17** - A resolution to appoint one member, Hector Graves to the Portland Municipal Zoning Board of Appeals.

Motion was made by Alderwoman Thompson, seconded by Vice Mayor McDowell to approve Resolution No. 23-17. A unanimous voice vote indicated approval.

Resolution No. 23-17 Approved

- B. Resolution No. 23-18** - A resolution to appoint one member, Tom Driscoll to the Portland Municipal Zoning Board of Appeals.

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Resolution No. 23-18. A unanimous voice vote indicated approval.

Resolution No. 23-18 Approved

- C. Resolution No. 23-19** - A resolution to re-appoint three (3) members to the City of Portland Construction Board/Property Maintenance Appeals Board.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Holcomb to approve Resolution No. 23-19. A unanimous voice vote indicated approval.

Resolution No. 23-19 Approved

- D. Resolution No. 23-20** - A resolution to appoint one member, Denise Hicks to the Portland Municipal Planning Commission.

Motion was made by Alderwoman Thompson, seconded by Alderwoman Barnes to approve Resolution No. 23-20. A unanimous voice vote indicated approval.

Resolution No. 23-20 Approved

23. Public Works Department – Alderwoman LaToya Holcomb

- A. Resolution No. 23-21** - A resolution authorizing a change of speed limits on various roads throughout the City of Portland.

Motion was made by Alderwoman Holcomb, seconded by Alderwoman Barnes to approve Resolution No. 23-21. A unanimous voice vote indicated approval.

Resolution No. 23-21 Approved

- B. Ordinance No. 23-06 - First Reading** – An ordinance to repeal and replace the original developer’s agreement and authorize the mayor to enter into a new developer’s agreement with Steve Somerville for the development of Orchard Place Subdivision.

Motion was made by Alderwoman Holcomb, seconded by Alderwoman Barnes to approve Ordinance No. 23-06 on first reading. A unanimous voice vote indicated approval.

Ordinance No. 23-06 Approved on First Reading

24. Department of Utilities – Alderman Brian Woodall

- A. Ordinance No. 23-02 - Second Reading** – An ordinance authorizing an agreement between the City of Portland and OHM Advisors for professional services for water and sewer hydraulic modeling.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Ordinance No. 23-02 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 23-02 Approved on Second Reading

- B. Resolution No. 23-22** - A resolution authorizing the City of Portland to enter into a facility encroachment agreement with CSX Transportation.

Motion was made by Alderman Woodall, seconded by Alderwoman Holcomb to approve Resolution No. 23-22. A unanimous voice vote indicated approval.

Resolution No. 23-22 Approved

- C. Discussion** – Water moratorium areas and maps of affected locations. Bryan Price, Utility Director presented maps of the Oak Grove and North Pinson Road areas. He reported they have a lot of request for taps in these areas but cannot provide them. The water plant cannot feed enough for that area saying nothing to pull from. Westmoreland will provide water when it is needed. Vice Mayor McDowell questioned when a contractor signed for waterlines and was approved, now there is a new rate. Price says this contractor has several approved and the letter has expired on some.

Adjournment

Motion was made to adjourn the meeting at 7:46 pm.

Mike Callis, Mayor

Patricia Keen, City Recorder