

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

August 21, 2023

A. Call to Order – Mayor Callis called the meeting to order at 5:05 P.M. at Portland City Hall.

B. Prayer/Pledge – Mayor Callis offered the Invocation and the Pledge of Allegiance.

C. Roll Call - Present:
Alderwoman Penny Barnes
Alderwoman LaToya Holcomb
Alderman Drew Jennings
Vice Mayor Jody McDowell
Alderwoman Megann Thompson
Alderman Brian Woodall
Mayor Mike Callis

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

Absent:
Alderman Mike Hall

D. Approval of Minutes from August 7, 2023 Council Meeting. Motion was made by Alderwoman Thompson, seconded by Alderman Jennings to approve the minutes as presented. **Voice vote indicated approval.**

E. Approval of Agenda. Motion was made by Alderman Woodall, to defer Ordinance 23-44 and add Discussion of Golf Course sign to Parks, second by Alderman Jennings. **Voice vote indicated approval of the amended agenda.**

F. Presentation of Recognitions

1. Fire Department – Chief Thornton presented Life Saving Awards from the house fire on Demase Street where two citizens were saved. Awards presented to: Firefighter Jackson Alford, Firefighter Chris Bastin, Firefighter Tyler Bradford, Firefighter Austin Hale, Engineer Drew Thompson, Engineer Tyler Trammel, Lieutenant Derek Drilling.
Chief Thornton also advised the new Fire truck was delivered and is parked outside for everyone to see tonight.

G. Communications from Council Members – Alderwoman Thompson recognized Portland Chamber of Commerce for their recent two awards. The Chamber was awarded 2023 Event of the Year for the Middle Tennessee Strawberry Festival and Kristen Daughtry received 2023 Professional of the Year.

H. Public Comment Period–

1. Leona Rhodes thanked everyone for the help she received in traffic control on Old Westmoreland Rd.
2. John McCloud of Portland spoke against Resolution 23-83 and 23-85. He stated he will send group emails to the City Council about the process of is water tap letter.

City Attorney Bradley reminded all Council members that they should not be emailing or replying to group messages that included other Council members due to Sunshine Law violations.

I. Department Reports – Motion was made by Vice-Mayor McDowell, second by Alderman Jennings to approve. **Voice vote indicated approval of the Department Reports.**

J. Mayor's Report – Mayor Callis

- Mayor requested the ADHOC Committee to review tap, capacity, and impact fees, as well as, reviewing food truck fees.
- The City did meet the August 8th TDEC Grant deadline for application.
- The electricity upgrade is complete at Richland Gym. Next step will be upgrading the restrooms and replacement of some windows.
- The consultant for our PUD legislation has been secured. The consultant will be having meetings soon and hopes to bring all the changes together to the have updates adopted by end of the year.
- The sidewalk grant for College St is currently in NEPA. We are expected to move to the design phase before the end of the year. There has been discussion about water upgrades in conjunction with the project.
- Original concrete bleachers condemned at Memorial Football Field. School Board will be working on portable seating for remainder of the year.
- Mayor stated that he understands business is related to housing market. He stated the for years the city has been deferring fee increases and it's the reason we are in our current situation.
- Water capacity will be discussed later in meeting. Mayor reminded everyone that the City is not a utility district. Our first and primary responsibility is to provide the citizens of Portland with utilities.

K. Community Development – Alderwoman Megann Thompson – No items

L. Finance – Alderwoman Penny Barnes

1. **Ordinance No. 23-46 – First Reading** - An Ordinance amending Chapter 5, Sections 5-501 to 5-529, of the Municipal Code, Purchasing Policy. Motion to approve by Alderwoman Barnes, second by Alderman Woodall. **Voice vote indicated approval.**

M. Fire Department – Vice-Mayor McDowell

Financed by: General Fund – Distribution of documents for Building and Fire Codes.

1. **Discussion – Fire Codes** – Chief Thornton reviewed fire flow information around Hwy 52W between Searcy Rd. and Sandye Ave. Chief discussed that our Fire Code was the same version of the State Code when it was adopted by the Council. Chief also expressed that he could not deviate from the Code that was adopted by the Council.
2. **Discussion – Building Codes** – Johnny Morris reviewed the Residential Building Code. He stated that the State of Tennessee mandates that all jurisdictions be within 7 years of the most recent Code. In 2020, Portland adopted the same code as the State, which was the 2018 Building Code.

N. Human Resources – Alderwoman Penny Barnes – No items

O. Legislative – Mayor Callis – No items

P. Municipal Airport

Financed by: Special Revenue Fund

1. **Resolution No. 23-84** - A Resolution approving the re-appointments of four members to the Portland Airport Authority. Motion to approve by Vice-Mayor McDowell, second by Alderwoman Thompson. **Voice vote indicated approval.** The Members are

Member Name	Term Expiration
Douglas Hunter	May 15, 2028
Gravis Birdwell	June 23, 2028
Ken Webb	
Robert Culbreath	August 19, 2028