

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

January 9, 2023

1. **Call to Order** - Mayor Callis called the meeting to order at 5:02 P.M.
2. **Prayer/Pledge** – Chief Thornton offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on January 9, 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 November 7, 2022, Council Meeting**
A motion was made by Vice Mayor McDowell, seconded by Alderwoman Thompson 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 Alderwoman Thompson, seconded by Alderman Jennings to approve the agenda. A unanimous voice vote indicated approval of the agenda.
The agenda was approved.
6. **Communications from Council Members**
Alderman Woodall announced the upcoming date for the Daddy Daughter Dance in February sponsored by the Parks Department.
7. **Public Recognition**
 - James Chaney – 332 Airport Road, spoke on Ordinance 23-01 and Resolution 23-02. He questioned the change of an employee’s title would involve a salary increase. He questioned the last paragraph of the Resolution and Ordinance saying, “public welfare requiring it”. He questioned council speaking to the public on items being up for approval.
8. **Public Hearing**
 - A. **Ordinance No. 22-79** - An ordinance to amend the City of Portland, TN zoning map by rezoning 301 Victor Reiter Parkway, Sumner County Tax Map 033A, Parcel 039.00 and Sumner County Tax Map 019, Parcel 033.01 from R-15 (Residential) to IG (Industrial General).

No one spoke.

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

10. Mayor's Report

Mayor Callis announced the retiring of City Recorder Patricia Keen on March 3, 2023. Mayor pointed out the PHS basketball game tonight. He also spoke of upcoming budget work and grants hoping to get.

11. Community Development – Alderwoman Megann Thompson – No items

12. Finance – Alderwoman Penny Barnes

A. Ordinance No. 23-01 - First 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 first reading. A unanimous voice vote indicated approval.

Ordinance No. 23-01 Approved on First Reading

B. Resolution No. 23-01 - A resolution pursuant to authority granted by Section 6-54-111 of the Tennessee Code Annotated and in accordance with Section 0380-3-7-02 of the Official Compilation Rules and Regulations of the State of Tennessee which authorizes appropriations for financial aid for nonprofit charitable organizations whose services benefit the general welfare of the residents of this municipality.

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

Resolution No. 23-01 Approved

C. Resolution No. 23-02 - A resolution designating the position of Finance Director as that of the Chief Financial Officer for the City of Portland, TN in compliance with the State Contract and Report System.

Motion was made by Alderwoman Barnes, seconded by Alderman Jennings to approve Resolution No. 23-02. A unanimous voice vote indicated approval.

Resolution No. 23-02 Approved

13. Fire Department – Vice Mayor Jody McDowell - No items

14. Human Resources – Alderwoman Penny Barnes – No items

15. Legislative – Mayor Mike Callis

A. Resolution No. 23-03 – A resolution to re-appoint one member to the Portland Housing Authority Board.

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

Resolution No. 23-03 Approved

16. Municipal Airport – Alderman Mike Hall – No items

17. Parks & Recreation – Alderman Brian Woodall

A. Resolution No. 23-04 - A resolution to adopt the Park Master Plan for the City of Portland, TN.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Resolution No. 23-04. Jamie White, Parks Director presented the Park Master Plan reporting it is a working plan for the future. A unanimous voice vote indicated approval.

Resolution No. 23-04 Approved

20. Police Department – Alderman Drew Jennings – No items

21. Planning & Codes – Alderwoman Megann Thompson

B. Ordinance No. 22-79 - Second Reading – An ordinance to amend the City of Portland, TN zoning map by rezoning 301 Victor Reiter Parkway, Sumner County Tax Map 033A, Parcel 039.00 and Sumner County Tax Map 019, Parcel 033.01 from R-15 (Residential) to IG (Industrial General).

Motion was made by Alderwoman Thompson, seconded by Alderman Woodall to approve Ordinance No. 22-79 on second reading. A voice vote indicated approval with Alderman Woodall voting nay.

Ordinance No. 22-79 Approved on Second Reading

22. Public Works Department – Alderwoman LaToya Holcomb – No items

23. Department of Utilities – Alderman Brian Woodall

A. Ordinance No. 22-81 - Second Reading – An ordinance to enter into an agreement with Cumberland Valley Constructors for the Phase II Wastewater Treatment Plant Expansion Project.

Motion was made by Alderman Woodall, seconded by Alderwoman Thompson to approve Ordinance No. 22-81 on second reading. A unanimous voice vote indicated approval.

Ordinance No. 22-81 Approved on Second Reading

B. Resolution No. 23-05 - A resolution to approve change order #1 in the decreased amount \$75,310 for the contract with Cumberland Valley Constructors for the Phase II Wastewater Treatment Plant Expansion.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23-05. A unanimous voice vote indicated approval.

Resolution No. 23-05 Approved

- C. Resolution No. 23-06** - A resolution to approve change order #2 in the decreased amount of \$8,611.75 for reconciling quantities installed to date as per the unit price per the contract.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23-06. A unanimous voice vote indicated approval.

Resolution No. 23-06 Approved

- D. Resolution No. 23-07** - A resolution requiring developers to pay the cost of all utility hydraulic modeling (gas, water & sewer) for major subdivisions and large commercial and industrial developments.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23-07. A unanimous voice vote indicated approval.

Resolution No. 23-07 Approved

- E. Ordinance No. 23-02 - First 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 first reading. A unanimous voice vote indicated approval.

Ordinance No. 23-02 Approved on First Reading

- F. Resolution No. 23-08** – A resolution to deny low-pressure sewer systems with Septic Tank Effluent Pumping (STEP) or Grinder Pumps with the City of Portland Sewer Collection System.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23-08. A unanimous voice vote indicated approval.

Resolution No. 23-08 Approved

- G. Discussion** – Natural Gas pilot lighting
Bryan Price, Utility Director explained the concerns of lighting gas pilots within customers houses. The city has done this for some time now and if damages are caused, who is responsible. He stated there are licensed plumbers that can do this for the customers. Due to the liability to the city he feels best the city discontinue this service. There was question of customer signing a disclaimer. Language will be drafted for a resolution.

Adjournment

Motion was made to adjourn the meeting at 6:11 pm.

Mike Callis, Mayor

Patricia Keen, City Recorder