

Minutes

Board of Mayor and Aldermen

City of Portland, Tennessee

March 6, 2023

1. **Call to Order** - Mayor Callis called the meeting to order at 5:10 P.M.
2. **Prayer/Pledge** –Fire Chief Sam Thornton offered the Invocation and the Pledge of Allegiance.
3. **Roll Call** - The Portland Board of Mayor and Aldermen met on March 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, Acting City Recorder Rachel Slusser (appointed during the meeting) and City Recorder appointee, Tracy Kizer were present.
4. **Approval of Minutes from February 6, 2023, Council Meeting**
A motion was made by Alderman Jennings, seconded by Alderwoman Thompson to approve the minutes as presented. A unanimous voice vote indicated approval.
The minutes were approved.
5. **Approval of Agenda** Mayor noted that Under Planning & Codes, item C – discussion, needs to be removed; Add under Parks & Recreation Item F. Discussion for Farmers Market; and add under Planning & Codes Ordinance 23-09 amending the City’s Alcoholic Beverage Sale requirements. A motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve amended agenda. A unanimous voice vote indicated approval of the amended agenda.
The agenda was approved.
6. **Communications from Council Members**
 - Vice Mayor McDowell recognized City workers for the good job during the Storm last Friday. Mayor Callis also recognized the First Responders.
 - Alderman Woodall informed that the transfer station will be open Monday thru Saturday 8 am to 4:30 pm.
 - Public Works will continue to pick up cuttings all over the city for the next few weeks.
7. **Public Recognition – None**
8. **Public Hearing - None**

9. Mayor's Report –

- A Work study is scheduled for March 20th @ 4 pm for discussion of the budget.
- Had second Army Corp meeting about making the congressional list and for funding on water improvement projects. The city will have to cover 25% of the cost for those projects.
- There will be several more TDEC meetings providing additional information about the collaborative grant we received.
- The mayor recognized Portland's boys' basketball becoming district champs, and girls' team had a good season as well.

10. Community Development – Alderwoman Megann Thompson – No items

11. Finance – Alderwoman Penny Barnes

- A. Resolution No. 23-23** - A resolution to invest city funds in the State of Tennessee's Local Investment Pool (LGIP).

Motion was made by Alderwoman Barnes, seconded by Alderwoman Thompson. Mayor explained that all fund investing will still go before the City Council. A unanimous voice vote indicated approval.

- B. Resolution No. 23-24** - An initial resolution authorizing the incurrence of indebtedness by the City of Portland, Tennessee, of not to exceed \$5,000,000, by the execution with the public building authority of the City of Clarksville, Tennessee, of a loan agreement to provide funding for certain water and sewer system projects.

Motion was made by Alderwoman Barnes, seconded by Alderman Jennings to approve Resolution No. 23-24. Motion was amended made by Alderman Woodall and second by Alderman Hall to amend a change to provide funding for certain water projects. Roll call for Amendment – Yes Alderman Hall, Alderman Woodall; No – Alderwoman Barnes, Alderwoman Halcomb, Alderman Jennings, Vice Mayor McDowell, Alderwomen Thompson. Amendment failed.

Roll call vote for Resolution No. 23-24 on the original motion. Yes – Alderwoman Barnes, Alderwoman Halcomb, Alderman Jennings, Vice Mayor McDowell, Alderwomen Thompson; No – Alderman Hall, Alderman Woodall. Motion passed five yes, two no.

- C. Resolution No. 23-25** - A resolution authorizing a loan pursuant to a loan agreement between the City of Portland, Tennessee, and the Public Building Authority of the City of Clarksville, Tennessee, in the principal amount of not to exceed \$5,000,000; Authorizing the execution and the delivery of a loan agreement and the other documents relating to said loan; providing for the application of the proceeds of said loan and the payment of such indebtedness: consenting to the assignment of the City's obligation under such loan agreement; and certain other matters.

Motion was made by Alderwoman Barnes, seconded by Alderman McDowell to approve Resolution No. 23-25. Roll call vote; Yes – Alderwoman Barnes, Alderwoman Halcomb, Alderman Jennings, Vice Mayor McDowell, Alderwoman Thompson. No – Alderman Hall, Alderman Woodall. Motion passed five yes, two no.

12. Fire Department – Vice Mayor Jody McDowell

Financed by: General Fund

- A. Resolution No. 23-26** - A resolution to apply for a staffing for adequate Fire and Emergency Response (SAFER) Grant administered through the Federal Emergency Management Administration (FEMA).

Discussion - Chief Thornton reported a summary on what the grant was for. If the grant is awarded to Portland, final acceptance of the grant will come back before the board.

Motion was made by Vice Mayor McDowell, seconded by Alderwoman Thompson to approve Resolution No. 23-26. A unanimous voice vote indicated approval.

13. Human Resources – Alderwoman Penny Barnes

- A. Resolution No. 23-27** - A resolution to hire a full-time Administrative Assistant for the Planning Department.

Motion was made by Alderwoman Barnes, seconded by Alderman Woodall to approve Resolution No. 23-27. A unanimous voice vote indicated approval.

14. Legislative – Mayor Mike Callis

- A. Resolution 23-28** - A resolution to confirm Rachel Slusser as City Recorder for the City of Portland.

Motion was made by Alderman Woodall, seconded by Alderwoman Barnes to approve Resolution No. 23- 28. A unanimous voice vote indicated approval.

- B. Resolution 23-29** - A resolution to re-appoint Jack Freedle as City Judge for the City of Portland.

Motion was made by Alderman Woodall, seconded by Vice Mayor McDowell to approve Resolution No. 23-29. A unanimous voice vote indicated approval.

15. Municipal Airport – Alderman Mike Hall

Financed by: Special Revenue Fund

- A. Ordinance No. 23-03 - Second 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 Alderwoman Thompson to approve Ordinance No. 23-03 on second reading. A unanimous voice vote indicated approval.

- B. Resolution No. 23-30** – A resolution approving the re-appointment of member Mike Hall to the Portland Airport Authority.

Motion was made by Alderman Hall, seconded by Alderman Jennings to approve Resolution No. 23-30. A unanimous voice vote indicated approval.