

Town of Arlington

5854 Airline Road, Arlington TN 38002



**Town Of Arlington
Board of Mayor and Aldermen**

**April 6, 2015
6:30 P.M.**

MEETING MINUTES

I. Call to Order and Roll Call

Present

Mike Wissman, Mayor
Harry McKee, Vice Mayor
Glen Bascom, Alderman
Jeff McKee, Alderman
Brian Thompson, Alderman
Gerald McGee, Alderman
Oscar Brooks, Alderman

Others Present

Gerald Lawson, Attorney
Steve Hill, Engineer
Heather Sparkes, Planner
Catherine Durant, Recorder/Treasurer
Kevin Carter, Parks and Recreation Director
See List

Mayor Wissman called the meeting to order and advised that a quorum was established.

II. Opening Prayer

Opening prayer was led by Alderman McKee.

III. Pledge to the Flag

The Pledge of Allegiance was led by Boy Scouts with Arlington Troop 455.

IV. Approval of the minutes from March 3, 2015 and Special Called March 23, 2015

Motion: Alderman McKee made a motion to approve the Board of Mayor and Aldermen minutes of March 3, 2015 and Special Called March 23, 2015. Alderman Bascom seconded the motion.

The motion carried unanimously.

V. Grievances and Comments from Citizens

Mayor Wissman asked if any citizen wished to address the Board to please come to the podium, state your name and address for the record. He stated that this was not a Question and Answer session.

There were no grievances or comments.

VI. Communication from the Mayor

A. David Lenoir, Shelby County Trustee quarterly presentation on Property Tax Collections.

Mayor Wissman recognized David Lenoir, Shelby County Trustee. Mr. Lenoir gave a copy of his presentation to the Board and highlighted the presentation for the meeting. He explained that Shelby County is in a good financial state and may witness a surplus at the end of the year. He stated that sales tax was up from last year and that Arlington has collected 96% of the billed amounts. The full report is on file at Town Hall.

B. Arlington Community Schools Presentation of Budget for Fiscal Year 2015-2016.

Mayor Wissman stated that this item has been pulled until the May Board of Mayor and Alderman Meeting.

C. Shelby County Sheriff's Department Incident Report for the month of March.

Mayor Wissman stated that there was not a representative from the Sheriff's Department in attendance, however, the full report is on file at Town Hall.

D. Arlington Fire Department report for the month of March.

Mayor Wissman recognized Jim McMillen, Assistant Fire Chief who presented the report for the month of March. He stated that they went on a total of 75 runs with 16 being south of I-40. They had one firefighter receive Fire Instructor I Certification during the month. He also noted that a Public Works employee, who took CPR training through the Town, saved a family member's life as a result of that training. The full report is on file at Town Hall.

E. Other as properly presented

1. Mayor Wissman applauded the staff for their hard work to keep the Town running smoothly after the absence of Mr. Haley, Town Superintendent.
2. Mayor Wissman stated that Senator Norris informed the Town that Arlington has been chosen for a Veterans Home on the property currently owned by the State of Tennessee.
3. Mayor Wissman recognized Tonya Howell from the Arlington Chamber of Commerce. Ms. Howell stated that Taste of Arlington will take place on April 12th from 5 to 7 PM at Arlington High School.

4. Mayor Wissman stated that Arlington in April will take place Saturday April 25th in Depot Square.
5. Mayor Wissman advised that the search for Town Administrator is still in the interview process.
6. Vice Mayor Harry McKee thanked Cathy Durant, Town Recorder and Treasurer for being informative with the Board about what is going on around Town as she fills in as the Interim Superintendent.

VII. Committee Reports

Mayor Wissman advised that the Planning Commission, Design Review Committee and Finance Committee met during the month of March. The reports are on file at Town Hall and have been provided to the Board. Mayor Wissman asked if anyone wished to report on their committee.

Mayor Wissman recognized Vice Mayor McKee who read the Treasurer's Report into the record (on file).

VIII. Old Business

A. Second and Final reading on Ordinance 2015-01 to further amend the Town of Arlington Tennessee Budget for Fiscal Year ending June 30, 2015.

Mayor Wissman recognized Ms. Durant, Treasurer. Ms. Durant noted that this was the second set of amendments for FY 2014/2015 and that there were some changes between first and second reading.

Mayor Wissman called for a motion to suspend the Board of Mayor and Alderman Meeting and Open the Public Hearing.

Motion: Alderman Thompson made a motion to suspend the Board of Mayor and Alderman Meeting and open the Public Hearing. Alderman Brooks seconded the motion. The meeting was suspended and the Public Hearing was opened.

PUBLIC HEARING Ordinance 2015-01 to further amend the Town of Arlington Tennessee Budget for Fiscal Year ending June 30, 2015.

Mayor Wissman stated that a notice of public hearing was published in The Commercial Appeal on March 9, 2015. Mayor Wissman stated that anyone wishing to speak for or against this request to please stand to be recognized and state their name and address for the record.

After hearing no further comments, Mayor Wissman closed the Public Hearing.

Mayor Wissman called for a motion to close the Public Hearing and resume the Board of Mayor and Alderman Meeting.

Motion: Alderman Thompson made a motion to close the Public Hearing and resume the Board of Mayor and Alderman Meeting. Alderman Brooks seconded the motion. The meeting was resumed.

Mayor Wissman called for a motion to approve Ordinance 2015-01.

Main Motion: Alderman McGee made a motion to approve Ordinance 2015-01. Alderman Thompson seconded the motion.

Mayor Wissman called for discussion or questions. After hearing no further discussion, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

B. Second and Final reading on Ordinance 2015-02 to amend Title 4, Chapter 3, Sections 4-304 Holiday Leave, 4-305 Vacation Leave, and 4-306 Sick Leave, of the Town of Arlington, Tennessee, Municipal Code.

Mayor Wissman recognized Ms. Durant. She explained that these amendments to the Municipal Code are necessary to coincide with the changes approved by Resolution of the Board to the Personnel Policy.

Mayor Wissman called for a motion to suspend the Board of Mayor and Alderman Meeting and Open the Public Hearing.

Motion: Alderman Thompson made a motion to suspend the Board of Mayor and Alderman Meeting and open the Public Hearing. Alderman Brooks seconded the motion. The meeting was suspended and the Public Hearing was opened.

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After hearing no further comments, Mayor Wissman closed the Public Hearing.

Mayor Wissman called for a motion to close the Public Hearing and resume the Board of Mayor and Alderman Meeting.

Motion: Alderman Thompson made a motion to close the Public Hearing and resume the Board of Mayor and Alderman Meeting. Alderman Brooks seconded the motion. The meeting was resumed.

Mayor Wissman called for a motion to approve Ordinance 2015-02.

Main Motion: Alderman McKee made a motion to approve Ordinance 2015-02. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion or questions. After hearing no further discussion, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

C. Other as properly presented.

There was no further business brought before the Board.

IX. New Business

A. Resolution 2015-12 to authorize a land disturbance permit for property located north of Forrest Street, West of Cambridge Manor PD, known as Forrest Lake PD.

Mayor Wissman recognized Heather Sparkes, Town Planner. Ms. Sparkes stated that the Planning Commission recommend approval of the Land Disturbance Permit based on the approval at their March 16th meeting. She advised that engineer drawings and final plats would be submitted to the Planning Commission for approval later in the month.

Mayor Wissman called for a motion.

Main Motion: Alderman Bascom made a motion to approve Resolution 2015-12. Alderman Thompson seconded the motion.

Mayor Wissman called for discussion or questions. Hearing no further discussion, Mayor Wissman called for a vote on the motion.

Vote on Main Motion: The motion carried unanimously.

B. Resolution 2015-13 to amend the development agreement for Wilson's Crossing Phase 1 Development.

Mayor Wissman recognized Steve Hill, Town Engineer. Mr. Hill explained that the developer and contractor located a waterline that obstructed a sewer line. He stated that there were several solutions and discussed the long term maintenance issues and monetary value for maintenance. Mayor Wissman called for a motion.

Main Motion: Alderman Brooks made a motion to approve Resolution 2015-13. Alderman Thompson seconded the motion.

Mayor Wissman called for discussion and questions. There was discussion regarding what solutions were available and what options the Town had. Gerald Lawson, Town Attorney advised that the Letter of Credit on file is for the final coat of asphalt and does not include the expense to address this issue should it become necessary.

Primary Amendment: Alderman Thompson made a motion to amend the main motion for Resolution 2015-13, to include a condition that an additional Letter of Credit be included to cover the cost of possible improvements if they become necessary at the Town's discretion, subject to review and approval of the Town Engineer and the Town Attorney. Alderman McKee seconded the motion.

Hearing no further discussion, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

C. Resolution 2015-14 to authorize, Mike Wissman, in his capacity as Mayor of the Town of Arlington, Tennessee, to enter into a contract with Alexander Thompson Arnold, PLLC, to conduct the annual financial Audit for the fiscal year ending June 30, 2015.

Mayor Wissman recognized Ms. Durant, Town Recorder and Treasurer. Ms. Durant advised that this company has completed our Audits in the past and that this year's contract includes an increase of \$1,190 due to combining our audit with the Arlington Community Schools, as a component unit.

Mayor Wissman called for a motion to approve Resolution 2015-14.

Main Motion: Alderman McKee made a motion to approve Resolution 2015-14. Alderman McGee seconded the motion.

Mayor Wissman called for discussion or questions. After hearing no further discussion, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

D. Resolution 2015-15 to authorize Mike Wissman, in his capacity as Mayor of the Town of Arlington, Tennessee to enter into a contract with Waste Pro of Tennessee, Inc., to provide Solid Waste, Recycling and Rubbish Services to the Town of Arlington.

Mayor Wissman recognized Beth Comstock, Public Works Coordinator. Ms. Comstock explained that four (4) bids were received and opened publicly on March 31st at 2 PM. She stated that Waste Pro was the lowest bidder for the services that would be provided and staff recommended approval. She advised that Waste Pro was in attendance and explained that the only change to service would be a 96 gallon rolling cart for the recycling with pick up every other week. The effective date of the contract is August 1st, 2015.

Mayor Wissman called for a motion.

Main Motion: Alderman Thompson made a motion to approve Resolution 2015-15. Alderman McGee seconded the motion.

Mayor Wissman called for discussion and questions. Alderman Thompson noted that Town residents would now have two (2) 96 gallon carts and that storage of these carts on the resident's property could pose a problem. Ms. Comstock explained that the recycling program is not mandatory and that all of the citizens that staff had conversations with would prefer the larger cans with lids. Ms. Durant noted that the recycling was "Single Stream" and allowed for residents to participate without sorting and increases the types of plastic so more materials are allowable. She also explained that with this type recycling program participation increases. Waste Pro Staff introduced themselves and explained the two types and colors of cans to be issued to residents. They thanked the Board of Mayor and Aldermen for the opportunity to serve the Town. Hearing no further comments, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

E. Other as properly presented.

There was no further business brought before the Board.

X. Approval of the bills for payment.

Mayor Wissman called for a motion.

Main Motion: Alderman McGee made a motion to approve bills for payment.
Alderman Brooks seconded the motion.

Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

XI. Adjournment

Motion: Alderman Thompson made a motion to adjourn.
Alderman Brooks seconded the motion.

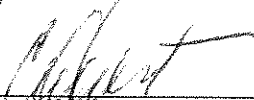
Meeting adjourned.



Mike Wissman, Mayor

5-4-15

Date



Catherine D. Durant, Recorder

5-4-15

Date

Submitted By: Brittney Owens, Town Clerk