

# Town of Arlington

5854 Airline Road, Arlington TN 38002



Town of Arlington  
Board of Mayor and Aldermen  
April 4<sup>th</sup>, 2016  
6:30 P.M.

## MEETING MINUTES

- I. **Call to Order and Roll Call.**  
Present  
Mike Wissman, Mayor  
Jeff McKee, Alderman  
Brian Thompson, Alderman  
Harry McKee, Vice Mayor  
Oscar Brooks, Alderman  
Larry Harmon, Alderman  
Gerald McGee, Alderman  
Mayor Wissman called the meeting to order and advised that a quorum was established.
- II. **Opening Prayer.**  
Opening prayer was led by Alderman Thompson.
- III. **Pledge to the Flag.**  
The Pledge of Allegiance was led by David Lenoir, Shelby County Trustee.
- IV. **Approval of the minutes from March 7<sup>th</sup>, 2016.**  
Mayor Wissman called for a motion.

**Main Motion:** Alderman McGee made a motion to approve the Board of Mayor and Aldermen minutes from March 7<sup>th</sup>, 2016. Alderman Thompson seconded the motion.

Mayor Wissman called for a vote on the main motion.

**Vote on Main 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 advised that this was not a Question and Answer session.

Mr. Jeremy Biggs, 12238 Kettlewood Cove, thanked Kevin Carter, Parks and Recreation Director, for the great job on keeping the Arlington Youth Sports Board of Directors informed throughout the year. Mr. Biggs spoke in favor of the LPRF Grant for the fields located on Forrest Street stating that it will be an asset to Arlington. Mr. Biggs spoke in favor for the addition of a Turf Field at the High School, stating that currently Track and Field is allowed to practice at the school but cannot have meets because of the safety issues. He believed that the addition and renovation of the Track would allow for the team to have Home meets. Mayor Wissman thanked Mr. Biggs for his time.

**VI. Communication from the Mayor.**

**A. Presentation from Shelby County Trustee David Lenoir.**

Mayor Wissman recognized David Lenoir, Shelby County Trustee. Mr. Lenoir gave a presentation of the Revenue Forecast from January through March. He thanked the Town and Shelley Hardee for the hard work collecting the taxes. He stated that ninety-four (94) percent had been collected from Arlington tax payers. The full report is on file at Town Hall.

**B.**

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

Mayor Wissman recognized Lt. Terry Lomax from the Shelby County Sheriff's Department. He noted there were five incidents reported for the month of March and that the average Year to Date was the same as the previous year. The full report is on file at Town Hall.

**C.**

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

Mayor Wissman recognized Jim McMillen, Assistant Fire Chief. Chief McMillen stated that there were ninety-five total calls with thirty three being on South of I-40. He stated that the department had just completed extrication training which included all volunteers and full time staff. He advised that Active Shooter training took place on March 31<sup>st</sup> for all Town Employees. Chief McMillen advised that they would be flushing the fire hydrants over the next couple of months throughout Town. The full report is on file at Town Hall.

**D. Committee Appointments.**

Mayor Wissman appointed Aldric "Al" Johnson to the Planning Commission. His term expiration will be in 2018.

**E. Other as properly presented.**

1. Mayor Wissman noted the Taste of Arlington would be held on April 10<sup>th</sup> and tickets could be purchased on the Chamber of Commerce website.
2. Mayor Wissman stated the next Arlington Chamber of Commerce meeting would be on Wednesday, April 13<sup>th</sup>.
3. Mayor Wissman advised that Public Works would be installing flooring at the Administrative office and repairing a roof at the Public Works facility.
4. Mayor Wissman expressed his pleasure of seeing the trees installed in the medians on Milton Wilson Boulevard and stated that he saw a safety benefit.
5. Mayor Wissman noted the Arlington Community School Board was in the process of district accreditation which helps with strategic planning and is based on five different areas of criteria. Alderman McKee stated The Starfish Circus at Arlington High School would take place on Friday and Saturday. This event has over eighty children involved ages 3-18 years old.
7. Mayor Wissman stated that April was a busy month as most of the youth leagues would be starting their Spring seasons.
8. Mayor Wissman recognized Kevin Carter, Parks and Recreation Director. Mr. Carter advised that Relay for Life would take place on April 23<sup>rd</sup> in Depot Square. He stated that Arlington in April would take place on April 30<sup>th</sup> with a rain date of May 1<sup>st</sup>. There will be a pancake breakfast at Arlington United Methodist Church on May 21<sup>st</sup> with all proceeds benefitting the West Tennessee Veterans Home.

**VII. Committee Reports**

Mayor Wissman advised that the Finance Committee and Design Review Committee met during the month of March. The reports are on file at Town Hall and have been provided to the Board.

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

VIII. Old Business

A. Second and Final Reading Ordinance 2016-02 to further amend the Town of  
Arlington, Tennessee Budget for Fiscal Year ending June 30, 2016.

Mayor Wissman recognized Britney Owens, Town Recorder/Treasurer. Ms. Owens explained this was an Ordinance to amend the Budget and advised that this was not a request for any additional money. She stated that there were no changes between the first and second reading. Ms. Owens stated that staff recommended approval.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Thompson made a motion to approve the Second and Final Reading of Ordinance 2016-02. Alderman McKee seconded the motion.

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

**Motion:** Alderman McGee made a motion to suspend the Regular Board of Mayor and Aldermen Meeting and open a Public Hearing. Alderman Thompson seconded the motion.

**PUBLIC HEARING Ordinance 2016-02 to further amend to the Town of Arlington, Tennessee Budget for Fiscal Year ending June 30, 2016.**

Mayor Wissman stated that the notice of public hearing was published in The Commercial Appeal on March 12<sup>th</sup>, 2016. He asked 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. There were no further comments.

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

**Motion:** Alderman McKee made a motion to close the Public Hearing and resume the Board of Mayor and Aldermen Meeting. Alderman Harmon seconded the motion.

Mayor Wissman called for discussion and questions. There were no further questions.

Mayor Wissman called for a vote on the Main Motion.

**Vote on Main Motion:** The motion carried unanimously.

B. Other as properly presented.

There was no further business.

IX. New Business

A. First Reading of Ordinance 2016-03 to readopt an Occupational Safety and Health Program, devise rules and regulations, and to provide for a director and the implantation of such program.

Mayor Wissman recognized Britney Owens, Town Recorder/Treasurer. Ms. Owens advised that this program has to be readopted every seven years and submitted to the State of Tennessee. She stated that staff met on March 10<sup>th</sup> to review and revise this program as it relates to employees. Staff recommended approval.

Mayor Wissman called for a motion.

**Main Motion:** Vice Mayor McKee made a motion to approve First Reading of Ordinance 2016-03. Alderman Brooks seconded the motion.

Mayor Wissman asked for questions and comments. After no further discussion, Mayor Wissman called for a vote on the main motion.

**Vote on Main Motion:** The motion carried unanimously.

B. Resolution 2016-11 to authorize the submittal of an application for a Local Parks and Recreation Fund Grant to complete Phase II and III of the 25-acre parcel also known as Forrest Street Park.

Mayor Wissman recognized Kevin Carter, Parks and Recreation Director. Mr. Carter advised that this application for the 2016 grant cycle is to LPRF for a 50/50 match to include completion of Phases II and III. He stated that this grant would include restrooms, lighting, Tot Lot, and ADA accessible walking trails. Mr. Carter stated that staff recommended approval.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2016-11. Alderman McGee seconded the motion.

Mayor Wissman called for questions and discussions. Mr. Carter stated that the application is based on the overall Master Development Plan. Mayor Wissman stated that he has heard concerns about limited parking and reminded everyone that the development of the 10 remaining acres has not been determined but that

it would include additional parking. Catherine Durant, Town Administrator stated Gerald Parish with the State of Tennessee recommended a joint application for Phases II and III due to the amount of funds available. After hearing no further discussion, Mayor Wissman called for a vote on the main motion.

**Vote on Main Motion:** The motion carried unanimously.

**C. Resolution 2016-12 to enter into a development agreement with Belmont, LLC for the construction of the Belmont Planned Development, Phase I, located on the North side of Forrest Street, West of the Shelby County line.**

Mayor Wissman recognized Angela Reeder, Town Planner. Ms. Reeder stated that this was a standard development agreement for the 19.76 acres known as Belmont Planned Development, Phase I. Ms. Reeder advised that staff recommended approval.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Thompson made a motion to approve Resolution 2016-12. Vice Mayor McKee seconded the motion.

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

**Vote on Main Motion:** The motion carried unanimously.

**D. Resolution 2016-13 to enter into a development agreement with Shop Companies for the construction of Airline Road PD, Phase I, also known as The Shops of Arlington Village, located on the Southeast corner of Milton Wilson Blvd and Airline Road.**

Mayor Wissman recognized Angela Reeder Town Planner. Ms. Reeder stated that there were discussions about the public improvements along Airline Road and that part of the improvements are outside of the developer's responsibility. Ms. Reeder advised an addendum is added to address those concerns. Ms. Reeder stated that staff recommended approval.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Harmon made a motion to approve Resolution 2016-13. Alderman Brooks seconded the motion.

Mayor Wissman asked for questions and comments from staff. Vice Mayor McKee inquired about the road improvements and verified that they would be done at the simultaneously.

Mayor Wissman called for a vote on the main motion.

**Vote on Main Motion:** The motion carried unanimously.

**E. Resolution 2016-14 to authorize a Purchase and Sale Agreement for 4.394 acres of Town property located on the corner of Airline Road and Memphis Arlington with HR Acquisitions, LLC.**

Mayor Wissman recognized Gerald Lawson, Town Attorney. Mr. Lawson stated that the property was listed for sale in September 2015 and that Arlington Community Schools would be using the property through May 2016 for a bus lot. Mr. Lawson advised that he received the revisions from the developer and they would develop the entire site. He explained the terms of the agreement. Mr. Lawson stated that staff recommended approval.

Mayor Wissman called for a motion.

**Main Motion:** Alderman McGee made a motion to approve Resolution 2016-14. Alderman McKee seconded the motion.

Mayor Wissman called for questions and discussions. Vice Mayor McKee inquired on the cost invested in the new Public Works Facility on the former Allen Steel property. Ms. Owens, Town Recorder/Treasurer advised that 1.7 million had currently been invested into the property.

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

**Vote on Main Motion:** The motion carried unanimously.

**F. Resolution 2016-15 to award bid for Intersection Improvements at Gullstream and Jetway.**

Mayor Wissman recognized Jason Allen, Town Engineer. Mr. Allen stated there were four bids reviewed for the project and that B & C Construction was the lowest bidder. He explained that this would be a temporary fix for this intersection and that a permanent fix would come with future development. Mr. Allen stated staff recommended approval for the bid.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Harmon made a motion to approve Resolution 2016-15. Vice Mayor McKee seconded the motion.

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

**Vote on Main Motion:** The motion carried unanimously.

**G. Resolution 2016-16 to adopt the Hazard Mitigation Plan for Shelby County, Tennessee and the Incorporated Cities of Arlington, Bartlett, Collierville, Germantown, Lakeland, and Millington.**

Mayor Wissman recognized Angela Reeder, Town Planner. Ms. Reeder advised that the five-year plan was originally adopted in 2011 and the current plan expires on May 16<sup>th</sup>. Ms. Reeder stated that staff recommended approval.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Harmon made a motion to approve Resolution 2016-16. Aldermen McGee seconded the motion.

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

**Vote on Main Motion:** The motion carried unanimously.

**H. Discussion-Possible Donation for the Turf Field Installation at Arlington High School.**

Mayor Wissman explained that there was a presentation at the March Board meeting from the Turf Committee asking for a \$125,000 donation for the installation of a Turf Football field at the High School. Mayor Wissman expressed his support for the turf field and discussed payment options that could be spread over five years. Aldermen McKee stated that he received calls for and against the field from many residents. Aldermen McKee stated his concerns of funding other projects by expressing that the Town has put off the construction of a new library for five years due to funding. He stated that he was in favor of the Turf Field; however, he was concerned about contributing to projects with taxpayer's dollars when it would not benefit everyone.

Aldermen Thompson expressed his concerns stating that this was only the second year for the school system and wanted to see money spent in other areas such as the classroom. He stated that he would like to see equal percentages being contributed from the School Board and the Town. Mr. Thompson would



like to have an agreement and policy for the usage of the field for the Town and struggles with taxpayer money being spent on this request. Aldermen Thompson stated that he would like to see the Turf Committee and residents raise money privately which would in turn show how many residents are in favor of this project.

Aldermen Harmon stated that the Town is spending money on current fields and the new construction of Forrest Street Park. His concern lies with the priorities of the Town, stating that Safety is his main concern. He stated that he might be in favor of this further down the road; however, he felt the need to focus on the priorities of the Town first.

Vice Mayor McKee stated that he felt the Town should contribute something to this effort and inquired about the contribution from the Town having to go through the education foundation. Ms. Durant, Town Administrator stated that the contribution would need to go directly to Arlington Community Schools.

**Motion:** Mayor Wissman made a motion to contribute \$25,000 over a five-year period for a total of \$125,000. This motion failed due to lack of second.

**Motion:** Mayor Wissman made a motion to contribute \$15,000 for five-year period for a total of \$75,000. This motion failed due to a lack of second.

Aldermen Brooks explained that he would like for the money to be given to the Capital Improvement Program through Arlington Community Schools and that the School Board should decide how the money is spent. Aldermen McGee stated that he wanted an agreement to protect the residents that gave money and to ensure the Town's availability for use. He expressed his concerns stating that the Town has Capital Improvement projects that have been pushed back several years due to budgeting constraints. Vice Mayor McKee stated that he would like to donate the money to the Capital Improvement Plan for the schools to be spent at their discretion..

**Main Motion:** Vice Mayor McKee made a motion to make a one time contribution of \$50,000 to the Capital Improvement program to Arlington Community Schools through a budget amendment. Aldermen Brooks seconded the motion.

Aldermen Thompson stated that he felt the proper way to approve this was for the recommendation to come through the Finance Committee and the Budget process. Vice Mayor McKee stated that he felt comfortable that the request did not have to go through to the Finance Committee. Alderman McKee stated that he supported the donation of \$50,000 on a one time basis. Alderman Harmon advised that the amount of money out of the Town's budget going to Arlington

Community Schools needed to be reduced for the next Fiscal Year. Aldermen Harmon spoke in favor of the recommendation coming through the Finance Committee and Budget process.

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

**Vote on Main Motion:** The motion passed. Aldermen Harmon and Alderman Thompson opposed.

**I. Other as properly presented.**

There was no further business brought forward.

**X. Approval of the bills for payment.**

Mayor Wissman called for a motion.

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

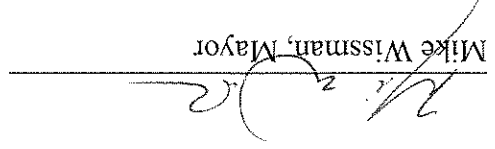
Mayor Wissman called for a vote on the main motion.

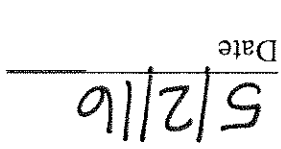
**Vote on Main Motion:** The motion carried unanimously.

**XI. Adjournment**

**Motion:** Vice Mayor McKee made a motion to adjourn. Alderman McGee seconded the motion.

Meeting adjourned.

  
Mike Wissman, Mayor

  
Britney Owens, Recorder

Date  
5/2/16

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