

Town of Arlington

5854 Airline Road, Arlington TN 38002



Town of Arlington
Board of Mayor and Aldermen
October 3rd 2016
6:30 P.M.

MEETING MINUTES

I. Call to Order and Roll Call.

Present

Mike Wissman, Mayor
Harry McKee, Vice Mayor
Oscar Brooks, Alderman
Brian Thompson, Alderman
Larry Harmon, Alderman
Hugh Lamar, Alderman

Others Present

Gerald Lawson, Attorney
Brittney Owens, Town Recorder/Treasurer
Catherine Durant, Town Administrator
See List

Excused Absence:

Jeff McKee, Alderman

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

II. Opening Prayer.

Opening prayer was led by Alderman, Hugh Lamar.

III. Pledge to the Flag.

The Pledge of Allegiance was led by Mayor George Horton.

IV. Approval of the minutes from September 6, 2016.

Motion: Alderman Lamar made a motion to approve the Board of Mayor and Aldermen minutes from September 6, 2016. Alderman Brooks 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 advised that this was not a Question and Answer session.

There were no further comments.

VI. Communication from the Mayor.

A. Shelby County Sherriff's Department Incident Report for the month of September.

Mayor Wissman recognized Lt. Crowder from the Sheriff's Department. Lt. Crowder noted there were nineteen incidents reported for the month of September. Theft from motor vehicles dropped from eleven in August to four in September. She stated that the help from residents to bring crime down has been appreciated. Lt. Crowder asked that all residents keep their property secured. The full report is on file at Town Hall.

B. Presentation from Tonia Howell, Chamber of Commerce.

Mayor Wissman recognized Tonia Howell, President of the Chamber of Commerce. She thanked the Town for their support of the Chamber. She advised that membership has doubled within the last three years with a possibility of staff growth in the future. The chamber would like to partner with businesses, EDGE, & schools to bring grant money to Arlington.

Ms. Howell briefly mentioned the mega site, with suggestions of business owners to do strategic planning to grow their business at this site. She also mentioned the existing Kroger space. Ms. Howell is committed to fill all available retail space at this location.

Alderman Hugh Lamar thanked Ms. Howell for turning the Chamber around. Mayor Wissman also thanked Ms. Howell for the work she has done.

C. Presentation from Hugh Lamar, West Tennessee Veterans Home.

Hugh Lamar announced since May/June 2015, a total of \$70,513.00 has been raised for the Veterans Home. This has been greatly due to the unique fundraising opportunities and lot of hard work by a lot of people. He went on to recognize the Veteran's in attendance and asked for continued support to raise all local monies needed to make the West Tennessee Veterans Home a reality.

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

Mayor Wissman recognized David Franks, Fire Chief. Chief Franks stated that there were one hundred and twenty-two total calls with twenty-eight being South of I-40. The full report is on file at Town Hall.

E. Committee Appointments.

Mayor Wissman appointed Brian Thompson to serve as the Chair on the Finance Committee.

F. Other as properly presented.

1. Mayor Wissman discussed the Risk Management and Insurance Symposium held by TML The Pool in Nashville in August. While Mayor Wissman was in Nashville, he met with the Mayor of Franklin.
2. Mayor Wissman stated the great turnout for the 5K presented by the Chamber of Commerce benefitting the Arlington Education Foundation.
3. Alderman Thompson advised that the Arlington BBQ FallFest will be held on October 14th and 15th at Douglas Street Park. He mentioned that the team numbers are down but sponsorships have increased.
4. Chief David Franks announced that the Arlington Fire Department would be hosting their annual Pancake Breakfast at Arlington Elementary School on October 15th.
5. Mayor Wissman advised that the Board of Mayor and Aldermen held a Retreat to brainstorm and discuss the future direction of the Town.
6. Mayor Wissman stated that the Arlington High School football team would have their last home game on Friday, October 7th.

VII. Committee Reports

Mayor Wissman advised that the Planning Commission, Design Review Committee, and Arlington Community School Board met during the month of September.

Mayor Wissman recognized Tammy Mason, Schools Superintendent and Miracle Meeks, Chief Financial Officer. Ms. Mason and Ms. Meeks gave a quarterly update on the Schools Budget based off of the final quarter of their fiscal year.

Ms. Mason gave an update on the construction of their Administrative Building with an estimated completion date of August 2017. She advised that the PEG Channel was fully operable and that the programming for this channel was 100% student produced. She thanked the Town for their financial contribution stating that this project would not have been possible without it.

Vice Mayor McKee inquired about the replacement of the Track at the High School. Ms. Mason advised that it is still scheduled to be replaced after football season.

The reports are on file at Town Hall and have been provided to the Board.

Vice Mayor McKee read the Treasurer's Report for the month of September into the record and the financial reports are on file.

VIII. Old Business

A. **Second and Final Reading of Ordinance 2016-10 to amend Title 15, Chapter 8, Section 803, Motor Vehicle Privilege Tax, of the Town of Arlington, Tennessee Municipal Code by deleting this section in its entirety.**

Mayor Wissman recognized Gerald Lawson, Town Attorney. Mr. Lawson stated this ordinance was approved nineteen years ago by prior administration and was never acted upon. Therefore, it should be removed.

Mayor Wissman called for a motion.

Main Motion: Alderman Brooks made a motion to approve Ordinance 2016-10. 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 Brooks 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: Second and Final Reading of Ordinance 2016-10 to amend Title 15, Chapter 8, Section 803, Motor Vehicle Privilege Tax, of the Town of Arlington, Tennessee Municipal Code by deleting this section in its entirety.

Mayor Wissman stated that the notice of public hearing was published in The Commercial Appeal on September 9th, 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 Harmon made a motion to close the Public Hearing and resume the Board of Mayor and Aldermen Meeting. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion and questions. After hearing 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 brought forward.

IX. New Business

A. Resolution 2016-34 to authorize Catherine Durant, in her capacity as Town Administrator of the Town of Arlington, Tennessee, to add a position within the Public Works Department for Fiscal Year 2016-2017.

Mayor Wissman recognized Bob Kendall, Public Works Director. Mr. Kendall stated that the Public Works Department is currently reactive instead of proactive and a backlog of work exists. He noted that with the programs in place and the growth being experienced this backlog will only grow. The additional staff member would allow two smaller crews on projects to help with the workload. Mr. Kendall advised that more staffing is needed to implement these programs and stated that staff recommends approval.

Main Motion: Alderman Lamar made a motion to approve Resolution 2016-34.
Alderman Harmon seconded the motion.

Mayor Wissman called for discussion and questions.

Alderman Thompson inquired about the backlog of work. Mr. Kendall stated that at this time there is not a good written understanding of just how much work is on backlog, but he believes the work is there, and a better estimate and tracking system will be in place before the next budget cycle. Vice Mayor McKee stated that he likes for staff and the Board to do their due diligence and make every effort to minimize the need for more employees. After hearing no further discussion, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

B. Resolution 2016-35 to amend the Solid Waste Contract with Waste Pro of Tennessee, Inc. to include weekly Claw Truck Yard Debris pickup in addition to the 6 cubic yards of regular weekly pick up.

Mayor Wissman recognized Bob Kendall, Public Works Director. Mr. Kendall stated the resolution would approve a once a week yard debris pick-up beyond the six cubic yard limit currently in place. This would be at no additional cost to the residents. He advised that staff recommended approval.

Mayor Wissman called for a motion.

Main Motion: Alderman Brooks made a motion to approve Resolution 2016-35.
Alderman Harmon seconded the motion.

Mayor Wissman called for discussion or questions. Vice Mayor McKee inquired about the possible rerouting of services and in change of pick-up days. Mr. Kendall stated that there would be a change in pick-up days due to development on the east side of Town.

This would include trash and recycling being picked-up on the same day. He noted that the re-route is not a change to the contract.

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 2016-36 to enter into Employer Agreement with the State of Tennessee to provide a 457(b) deferred compensation plan to Town of Arlington employees.

Mayor Wissman recognized Catherine Durant, Town Administrator. Ms. Durant stated that this would be a deferred compensation plan that would better serve the employees with online tools, 24/7 assistance for concerns and reduced fees. This plan would be administered by the State of Tennessee and they would assume all fiduciary responsibilities. Approval of this Resolution would allow for the State to take over January 1st, 2017. She stated that staff recommended approval.

Mayor Wissman called for a motion.

Main Motion: Alderman Lamar made a motion to approve Resolution 2016-36.
Alderman Harmon seconded the motion.

Mayor Wissman called for discussion and questions. Alderman Thompson inquired about the process to switch money over to the new plan. Ms. Durant stated that the State would work with Brittney Owens, Town Recorder/Treasurer and current provider Mass Mutual to meet all requirements. After hearing no further discussion, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

D. Other as properly presented.

1. Vice Mayor, Harry McKee requested an inventory of the non-conforming lots in the older part of town. This would allow staff to determine if special regulations could be put in place to allow some of these lots to be developed instead of sitting empty. Angela Reeder, Town Planner stated that the staff can do an inventory.
2. Alderman Lamar announced that the Chamber will present a Veteran's Day Program November 6th at 3 PM in Depot Square.
3. Rotary Club 5K will be held Saturday, October 8th at 9 AM.

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.
Aldermen Brooks seconded the motion.


Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

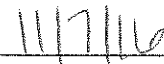
XI. Adjournment

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

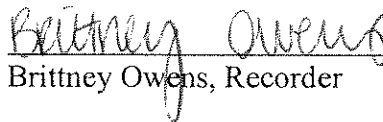
Meeting adjourned.



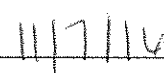
Mike Wissman, Mayor



Date



Brittney Owens, Recorder



Date