

# Town of Arlington

5854 Airline Road, Arlington TN 38002



Town Of Arlington  
Board of Mayor and Aldermen  
May 5, 2014

## MEETING MINUTES

### I. CALL TO ORDER AND ROLL CALL

#### Present

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

#### Others Present

Gerald Lawson, Attorney  
Steve Hill, Engineer  
Heather Sparkes, Planner  
Catherine Durant, Recorder/Treasurer  
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 Jeff McKee.

### III. PLEDGE TO THE FLAG

The Pledge of Allegiance was led by Mr. Chris Burcky.

### IV. APPROVAL OF THE MINUTES FROM THE APRIL 7<sup>TH</sup>, 2014, BOARD OF MAYOR AND ALDERMEN MEETING.

**Motion:** Alderman Bascom made a motion to approve the Board of Mayor and Aldermen minutes of April 7th, 2014. Alderman Brooks seconded the motion. The motion carried unanimously.

### V. GRIEVANCES & 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.

Chris Burcky, 11900 Campbell Street, thanked the town for helping with Arlington in April and recognized Kevin Carter, Parks and Recreation Director. He stated that events do not go off without a hitch unless there are volunteers to help. He thanked the Town for

great support. Mr. Burcky advised that four months ago, Main Street Arlington awarded grant of \$1,000.00 to the Town of Arlington for the sign at Sam T. Wilson library. He presented the Town with a \$1,000.00 check for the recent improvements to the patio through the beautification grant with Main Street Arlington.

Mayor Wissman thanked Mr. Burcky for his time and donation.

Amy Smith, 4768 Bailey Drive, stated that she was present on behalf of Arlington High School Tennis Program. Ms. Smith understood that the issue of building tennis courts has come before the Board several times and that it is not a priority. She stated that Arlington owns the schools now and it is time to build not only for the teams but for the community. She asked what steps need to be taken to get that process moving. Mayor Wissman apologized and stated that this was not a Q&A session and that it is a time for the community to voice their concerns. Ms. Smith asked who she needed to direct the question to. Mayor Wissman advised that Kevin Carter had been hired as Parks and Recreation Director and that Tammy Mason had been hired as School Superintendent. He stated that her concerns should be voiced to them.

Mayor Wissman thanked Ms. Smith for her time.

## **VI. COMMUNICATIONS FROM THE MAYOR**

### **A. Shelby County Sheriff's Department Incident Report for the month of April.**

Mayor Wissman acknowledged Sargent Craft with the Sheriff's Department to give the April report. Sargent Craft broke down the report for the month. The full report is on file at Town Hall.

### **B. Report Arlington Fire Department month of April**

Mayor Wissman recognized Chief Franks with the Arlington Fire Department to give the April report. Chief Franks stated that two members completed their structure collapse class this month. The full report is on file at Town Hall.

### **C. Other as properly presented**

1. Mayor Wissman recognized Cheryl Pardue, Chris Burcky, and Gerald McGee for their hard work on the committee's around town. He stated that Relay for Life and Arlington in April went off without a hitch.
2. Mayor Wissman stated that the ribbon cutting ceremony for the Arlington Community Safe Room took place in April and the Safe Room is officially open.
3. Alderman McGee thanked Jamie Hannah and Kevin Carter for their hard work on Arlington in April and Relay for Life. He thanked the town and stated that it was great to have town support.
4. Mayor Wissman stated that a couple of weeks ago there was an unveiling for the Guide for Arlington that was made possible by a grant through Edge Board. He thanked Heather Sparkes, Town Planner and the Chamber for their hard work and stated that this is a guide that will continue to be upgraded.

## VII. COMMITTEE REPORTS

Mayor Wissman advised that the Finance Committee and Planning Commission met during the month of April. 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 Ordinance 2014-03 to further amend the Town of Arlington, Tennessee, budget for fiscal year ending June 30, 2014.

Mayor Wissman recognized Cathy Durant, Town Recorder and Treasurer. Mrs. Durant stated that this ordinance is to further amend the budget for additional funding for the schools from April through June and for development fees as they have come in and for cleanup of line items.

Mayor Wissman called for a motion.

**Main Motion:** Vice Mayor McKee made a motion to approve the second and final reading Ordinance 2014-03. Alderman McGee seconded the motion.

Mayor Wissman asked for any comments or questions. Seeing none, He called for a vote on the motion.

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

### Public Hearing Ordinance 2014-03

Mayor Wissman opened the Public Hearing on Ordinance 2014-03 to further amend the Town of Arlington Budget for Fiscal Year Ending June 30, 2014. He stated that Notice of the Public Hearing was published in the Commercial Appeal on April 15, 2014. He asked if anyone wishing to be heard for or against would come forward and state their name and address for the record.

After seeing none, Mayor Wissman closed the public hearing.

### B. Other as properly presented

There was no other business to be brought forward.

## IX. NEW BUSINESS

### A. Resolution 2014-14 to re-adopt the Town of Arlington, Tennessee, Major Road Plan.

Mayor Wissman recognized Heather Sparkes, Town Planner. Mrs. Sparkes stated that this is a re-adoption of the Major Road Plan. She stated that it is updated regularly and takes into consideration plans south of 140 and Depot Square. There was a public hearing on April 21<sup>st</sup> at the Planning Commission and the Road Plan was approved on the same date.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2014-14.  
Alderman McKee seconded the motion.

Mayor Wissman asked for discussions 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.

**B. Resolution 2014-15 to authorize the issuance, sale, and payment of interest bearing General Purpose School Fund Tax Anticipation Notes, Series 2014, in an amount not to exceed \$7,000,000.**

Mayor Wissman recognized Cathy Durant, Town Recorder and Treasurer. Mrs. Durant stated that this is short term tax and revenue anticipation notes in order for us to bridge the gap for funding from the time the schools take over in July until they start receiving funding in August. The timeline of this is that once the Resolution is approved, it will be attached with a cash flow chart from the schools and the town which will be sent off to the comptroller's office for approval. Once approved, the Tennessee Municipal Bond Fund will be able to prepare the closing documents in the first or second week of July. This will allow the money to be in their checking account for their first payroll.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2014-15.  
Alderman McKee seconded the motion.

Mayor Wissman called for discussion and questions. Alderman Brooks asked if there were any foreseen problems with the comptroller's office. Mrs. Durant responded that the Town has been in constant contact with the comptroller's office. She stated that the next item on the agenda included appropriations for the schools because more than 60% of appropriations cannot be borrowed within one year requiring the schools total appropriations to be reflected in the ordinance to adopt the budget. Mrs. Durant stated that the Tennessee Municipal Bond Fund and comptroller's office have and will continue to walk us through step by step to insure everything is taken care of.

Alderman Thompson asked about the interest rate being charged and noted a not to exceed amount of 2%. Mrs. Durant responded that it will be determined at the time of closing which is hoped to be the first week of July. Alderman Thompson asked how the repayment process will work. Mrs. Durant deferred the question to Gerald Lawson, Attorney. Mr. Lawson responded by stating that he was working

on an Interlocal Agreement between the Board of Mayor and Alderman and the School Board for repayment by June 30<sup>th</sup> of the fiscal year. Vice Mayor McKee asked if this could be taking place every year. Mrs. Durant stated that this is a short-term loan that has the ability to become a long-term loan lasting 10-20 years.

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

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

**C. Resolution 2014-16 to authorize an amendment to an approved Development Agreement for Cambridge manor, Phase 2.**

Mayor Wissman recognized Heather Sparkes, Town Planner. Mrs. Sparkes stated that this is an amendment to development agreement which will allow them to record the plats without completing the grading and drainage for lots 56-62. Mrs. Sparkes distributed the bond agreement on cost estimate for the additional bond required pending completion of those lots. She noted this would allow the developer to selling lots while completing.

Mayor Wissman called for a motion.

**Main Motion:** Alderman McGee made a motion to approve Resolution 2014-16. Vice Mayor McKee seconded the motion.

Mayor Wissman called for discussion and questions.

Alderman McGee inquired if this area of the development is on the north end. Mrs. Sparkes stated that it is on the north end and it is the area that needs the most dirt fill on the lots. Alderman McKee stated if the work did not get completed, the Town would have to cash in the Bond and do the work. Steve Hill, Engineer responded by stating that the bond is meant to cover the cost of the seven lots that are being worked on. There was more discussion about development and how the developer plans to get the dirt for the site. Mr. Hill explained that the bond amount did include a cost for the Town to obtain the dirt if we had to complete the work.

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

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

**D. First reading Ordinance 2014-04 to adopt the Annual Budget, Board Compensation and Property Tax Levy for fiscal year beginning July 1, 2014 and ending June 30, 2015.**

Mayor Wissman recognized Cathy Durant, Town Recorder and Treasurer. Mrs. Durant stated that this ordinance is the first reading of the next fiscal year's

budget. It is a balanced budget with no tax increase. She broke down different line items and capital projects that will take place within the year.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Bascom made a motion to approve Ordinance 2014-04.  
Alderman Thompson seconded the motion.

Mayor Wissman called for discussion and questions. Vice Mayor McKee stated that there is a tentative date for the Finance Committee to meet in May if it is needed. There is a work session between the Board of Mayor and Alderman and the School Board Monday May 12<sup>th</sup> to discuss what is being requested from the schools. This budget's numbers may change. Hearing no further comment, Mayor Wissman called for a vote on the main motion.

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

**E. Other as properly presented.**

1. **Resolution 2014-17 to enter an agreement with the State of Tennessee, Department of Transportation to locally manage Airline Road widening improvements from I-40 to north of Milton Wilson Boulevard, TDOT PIN Number: 120178.00**

Mayor Wissman recognized Ed Haley, Town Superintendent. Mr. Haley stated that both resolutions are contracts for road improvements needed. It is an 80/20 Grant, the first two phases will cover design and NEPA. It is estimated that construction could be around 2018.

Mayor Wissman called for a motion.

**Main Motion:** Vice Mayor McKee made a motion to approve Resolution 2014-17.  
Alderman Brooks seconded the motion.

Mayor Wissman called for discussion and questions. Seeing none, Mayor Wissman called for a vote on the main motion.

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

2. **Resolution 2014-18 to authorize an agreement with the State of Tennessee, Department of Transportation to locally manage Highway 70 widening improvements from SR-385 to west of Airline Road, TDOT PIN Number: 120444.00**

Mayor Wissman called for a motion.

**Main Motion:** Alderman McGee made a motion to approve Resolution 2014-18.  
Alderman McKee seconded the motion.

Mayor Wissman called for discussion and questions. Alderman Thompson asked if both of these will be in this budget to be approved. Mr. Haley responded that they have budgeted enough to cover both projects.

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

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

**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 McKee seconded the motion.

Mayor Wissman called for a vote on the main motion.

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

**XI. ADJOURNMENT**

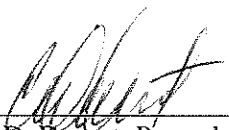
**Motion:** Alderman Brooks made a motion to adjourn.  
Alderman McGee seconded the motion.

The motion carried unanimously.

Meeting adjourned.

  
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Mike Wissman, Mayor

6-2-14  
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Date

  
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Catherine D. Durant, Recorder

6-2-14  
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Date

Submitted By: Brittney Owens, Town Clerk