

Town of Arlington

5854 Airline Road, Arlington TN 38002



**Town Of Arlington
Board of Mayor and Aldermen
February 3, 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

Others Present

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

Absent

Glen Bascom, Alderman - Excused

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 Chairman of Main Street Arlington Chris Burkey.

IV. APPROVAL OF THE MINUTES FROM THE JANUARY 6, 2014, BOARD OF MAYOR AND ALDERMEN MEETING.

Motion: Alderman Brooks made a motion to approve the Board of Mayor and Aldermen minutes of January 6, 2014. Alderman Thompson 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.

There were no comments.

VI. COMMUNICATIONS FROM THE MAYOR

A. Shelby County Sheriff's Department Incident Report for the Month of January 2014.

Lieutenant Lomax explained the Crime Analysis Report for January 2014 informing that we were up four crimes over December 2013. Lt. Lomax reported there were twenty seven (27) Type 1 Class A offenses for the month of January. He invited and encouraged Mayor and Aldermen to attend a meeting held on Wednesdays at 8:00 A.M. at the substation. This meeting is to go over trends from the past seven days and what the future plan will be. Lt. Lomax reported on arrests made and auto theft burglaries within the last two weeks in Arlington. He recommended that citizens lock car doors, lock windows and lock doors of the home in response to break-ins through unlocked windows and doors. Alderman Jeff McKee inquired about yearly reports versus month to month reports. Lt. Lomax offered his business card and the name of the Shelby County Crime Analyst Blake Scott, who can deliver any reports requested. The full report is on file at Town Hall.

Mayor Wissman thanked Lieutenant Lomax for his report.

B. Arlington Fire Department Report for the Month of January 2014.

Chief Franks reported on the Fire Department's activity for the month of January 2014 (on file). He advised that there were 89 runs in January and broke them down by type. Chief Franks advised that one member completed the National Fire Academy. He reported that reserves have been assigned on shift and they will have eight men on shift at a time. He also noted that the Fire Department will begin using the EMT Advance training. The full report is on file at Town Hall.

Mayor Wissman thanked Chief Franks for his report.

C. Other as Properly Presented

1. Mayor Wissman asked for an update on road progress and recognized Ed Haley, Town Superintendent. Mr. Haley reported on the SIA at Wright Medical stating there will be a celebration February 6th, 2014 for the new company. He noted the weather has held up the project on Airline Road, the construction will move to the East side of the road soon. Mr. Haley announced that the bid for Douglas Road and Airline Road was lower than expected and the town will be saving money. Mr. Haley then provided the status of other projects around town, including Hall Creek Bridge and the Bike Pedestrian Trail. He announced that bids on the GAP will be complete in the following weeks and all projects will be underway once this one has begun.
2. Mayor Wissman recognized Heather Sparkes, Town Planner, and requested a progress report on the Safe Room. Mrs. Sparkes advised that

she completed a walk thru February 3, 2014 with the architect and is now waiting on mechanical and electrical engineers to walk thru. There is a hold up with the roof and the weather. Mrs. Sparkes announced that the occupancy date is still estimated to be the end of February. Supplies can be ordered once the Town receives occupancy. She stated that there is still dirt work that needs to be done on site.

3. Mayor Wissman advised that the TML Meeting will be held March 17th and 18th, 2014 in Nashville, TN.
4. Mayor Wissman acknowledged that the Finance Committee had a preliminary meeting in January and asked Vice Mayor Harry McKee to elaborate. Vice Mayor McKee announced they would meet again February 20th, 2014 to make another wish list and advised the March Meeting would be where we will strive to balance the budget for fiscal year 2014-2015.
5. Mayor Wissman announced the passing of Mr. Don Hannah, a member of the community and past servant for the Town. Mayor Wissman asked for a moment of silence and continued prayers for the family.

VII. COMMITTEE REPORTS

Mayor Wissman advised that committee reports, including the Treasurer's Report and financial reports, for the month of January 2014 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. Other as Properly Presented

1. There was no old business brought forward.

IX. NEW BUSINESS

- ### **A. Resolution 2014-04 to authorize a development agreement with Wilsons Crossing Partners, LLC for construction of Wilsons Crossing Planned Development, Phase I, located on the north side of Forrest Street, east of Milton Wilson Boulevard.**

Mayor Wissman recognized Heather Sparkes, Town Planner, who presented the recommendation for the standard residential development agreement of the forty one (41) lot subdivision. She noted that there is one addition to the contract that

has to do with installation and Town payment for culvert replacement on Forrest Street.

Mayor Wissman called for a motion.

Main Motion: Vice Mayor McKee made a motion to approve Resolution 2014-04.
Alderman Brooks seconded the motion.

Mayor Wissman asked for discussions or questions. He asked Steve Hill, Engineer to explain. Mr. Hill explained that this is a different situation with the Town participating in payment of culvert because it is one hundred twenty (120) acres of land that is upstream and the pipes are too small. Since this is public right of way it is in the Town's best interest to install a box culvert in sections at time of development. Mayor Wissman recognized Mr. Keith Grant who has helped develop this plan with Mrs. Sparkes and Mr. Hill. Vice Mayor McKee acknowledged that this will help citizens who have had issues with run-off before, particularly Mr. Wickens. Mr. Haley thanked Keith Grant for participating and acknowledged that the Town could have saved money putting in pipes but the box culvert option, will carry more water, last longer, and save money in the long run.

Vote on Main Motion: The motion carried unanimously.

- B. Resolution 2014-05 to authorize a contract with Pro Site Construction, LLC, for construction services for Airline Road at Douglas Street Intersection Improvements, in accordance with TDOT requirements for Locally Managed Projects, TDOT Pin # 115660.00.

Mayor Wissman recognized Ed Haley, Town Superintendent who yielded to Steve Hill, Town Engineer. Mr. Hill stated that bids were opened on January 28th, 2014 with a total of seven (7) bidders. He stated that Pro Site Construction had been researched for their history with TDOT and they were recommended for approval as the lowest bidder subject to TDOT concurrence.

Mayor Wissman called for a motion.

Main Motion: Alderman McGee made a motion to approve Resolution 2014-05.
Alderman Thompson seconded the motion.

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

Vote on Main Motion: The motion carried unanimously.

- C. First Reading Ordinance 2014-01 to further Amend the Town of Arlington, Tennessee Budget for fiscal year ending June 30, 2014.

Mayor Wissman recognized Cathy Durant, Town Recorder, who advised that this is an ongoing effort to amend revenue and expenditures reports according to actual figures. Mrs. Durant stated that the majority of amendments this time were

for the revenue and expenditures for development of the Community Safe Room. She also stated that the money budgeted for Education was allocated to four line items. Mrs. Durant also acknowledged that as we progress in the development of a school system, it is necessary to allocate the money into line items where money can be better tracked.

Mayor Wissman called for a motion.

Main Motion: Alderman Brooks made a motion to approve First Reading Ordinance 2014-01. Alderman Thompson seconded the motion.

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

Vote on Main Motion: The motion carried unanimously.

D. Approval Lease Agreements for calendar year 2014 for Facility Use by Sports Programs.

Mayor Wissman recognized Kevin Carter, Parks Director. Mr. Carter acknowledged that all Facility Use Agreements had been turned in with back up documentation from all leagues that will be using Town Facilities. He also presented the shared Facility Use Calendar.

Mayor Wissman called for a motion.

Main Motion: Alderman Brooks made a motion to approve Lease Agreements for calendar year 2014 for Facility Use by Sports Programs. Alderman McGee seconded the motion.

Mayor Wissman called for discussion and questions. Mayor Wissman inquired about an agreement with Arlington Youth Sports. Mr. Carter confirmed that the paperwork and agreement had not been turned in as of now, however spots have been reserved for the field usage. Alderman Thompson asked about the Lighting Project. Mr. Carter responded work will be complete by MLGW to set the transformer within the week and then we will proceed for a Light check. Alderman Thompson asked if there was a further breakdown of the calendar by days and times. Mr. Carter confirmed that he will be keeping track of it and has the master calendar.

Hearing no more questions, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion passed unanimously.

E. Other as Properly Presented

There was no other new business presented.

X. APPROVAL OF BILLS

Mayor Wissman called for a motion.

Main Motion: Alderman McKee 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 Motion: The motion carried unanimously.

XI. ADJOURNMENT

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

The motion carried unanimously.

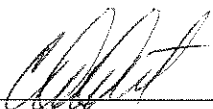
Meeting adjourned.



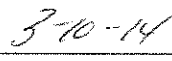
Mike Wissman, Mayor



Date



Catherine D. Durant, Recorder



Date

Submitted By: Brittney Owens, Town Clerk