

# Town of Arlington

5854 Airline Road, Arlington, TN 38002



## **PUBLIC HEARING – Ordinance 2013-10 to amend the Town of Arlington, Tennessee, budget for fiscal year ending June 30, 2014.**

Mayor Wissman opened the Public Hearing and advised that notice of the hearing was published in The Commercial Appeal on October 14, 2013. He invited anyone wishing to speak for or against to please stand to be recognized. State your name and address for the record.

Hearing no comments, Mayor Wissman closed the Public Hearing.

### **Town Of Arlington Board of Mayor and Aldermen November 4, 2013**

#### **MEETING MINUTES**

#### **I. CALL TO ORDER AND ROLL CALL**

##### Present

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

#### **III. PLEDGE TO THE FLAG**

The Pledge of Allegiance was led by the children from America's Best Childcare.

**IV. APPROVAL OF THE MINUTES FROM THE OCTOBER 7, 2013, AND THE OCTOBER 14, 2013, BOARD OF MAYOR AND ALDERMEN MEETINGS.**

**Motion:** Alderman McKee made a motion to approve the Board of Mayor and Aldermen minutes of October 7, 2013, and October 14, 2013. 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. Mayor Wissman recognized Mike Nichols, 12340 Forrest Street, who advised that as currently presented, he is not in favor of the multi-use trail being proposed for Forrest Street, and specifically tying the asphalt into the concrete driveways. Mr. Nichols stated that he would like to see a more acceptable design presented. Mayor Wissman thanked Mr. Nichols for his comments.

Mayor Wissman recognized Julie Bowen, 12310 Forrest Street, who also addressed the multi-use trail and noted that she agrees with Mr. Nichols statements and stated that she is all for connecting the east neighborhoods with Depot Square, but she would prefer a five-foot sidewalk rather than ten-feet of asphalt. Mayor Wissman thanked Ms. Bowen.

Mayor Wissman recognized Geri Benjamin, 12214 Forrest Street, who said that she is in agreement with the previous comments and noted that she would prefer a sidewalk. She stated that she would welcome a discussion about changing some of the parameters. Mayor Wissman thanked Ms. Benjamin.

There were no further comments from citizens.

**VI. COMMUNICATIONS FROM THE MAYOR**

A. Shelby County Sheriff's Department Incident Report for the Month of October 2013.

Mayor Wissman recognized Lt. Lomax, Sheriff's representative, who presented the October incident report (on file). Mayor Wissman called for questions and hearing no response, thanked Lt. Lomax for his report.

B. Arlington Fire Department Report for the Month of October 2013.

Chief Franks reported on the Fire Department's activity for the month of October 2013 (on file). He noted that they responded to 68 runs and broke them down by type. He reported on firefighter training and advised that they completed an emergency operation plan for the Arlington BBQ. Alderman Thompson added that the Fire Department's presence and plan were welcomed by the participants at the BBQ. Mayor Wissman thanked Chief Franks for his report.

C. Committee Appointments

Mayor Wissman made the following appointments:

BZA	Russell Campbell (Re-appoint)	Exp 11/15
	Don Hinkle	Exp 11/14
	Josh Holtgrewe	Exp 11/15
DRC	Re-appoint	
	Matt Thie	Exp 11/15
	Phillip Fung	Exp 11/15
	Ron Colin	Exp 11/15
	Brandon Holley	Exp 11/15
PC	Tommy White	Exp 11/16
IDB	Roger Mathison	Exp 1/18
	Russell Wiseman	Exp 1/20

D. Other as Properly Presented

1. Mayor Wissman advised that the School Planning Committee has done a great job. However, with the upcoming election of school board members, their work is ending. He thanked Michael Tidwell and others for their preliminary work. He noted that the School Board elections are on Thursday, November 7, 2013, and asked everyone to vote. He noted that school negotiations are ongoing and hopes they will be wrapped up soon.
2. Mayor Wissman advised that John Atkin will speak at the November 13, 2013, Chamber luncheon. He also noted that the Chamber of Commerce will host a breakfast at their office for the Board Members on November 19, 2013.
3. Mayor Wissman recognized Tammy Mason, Principal, Arlington High School and noted that the school had a busy weekend. He advised that the Pom and Cheer teams placed first and second in their events, the band competed at the Liberty Bowl, and the football team won the district championship and will host Hendersonville in the State playoffs on Friday night. He asked local businesses to decorate their windows in a show support for the team.
4. Mayor Wissman advised that the Boy Scouts have proposed a project to add disc golf on one of the walking trails at either the Sports Complex or College Hill Park. He explained that the cost would be \$3,000 for the supplies, the Boy Scouts would do all the labor, and Heather Sparkes, Town Planner, would approve the design. Mayor Wissman asked that the Board give their thoughts on this project so he can get back with an answer. There was discussion.

5. Mayor Wissman advised that the Town received 36 applications for the Parks Director position, and after review, the Town will begin interviews.
6. Mayor Wissman advised that each school board must have its own policy manual; therefore, the Town has allocated \$2,000 for a TSBA Policy Manual. He stated that since a basic outline is required by state law, the Town needs to ensure the manual includes the most current, up-to-date laws. He advised that the TSBA attorney plans to meet with the Arlington School Board on November 12, 2013, from 11 a.m. to 1:30 p.m.
7. Mayor Wissman advised that he has asked Ms. Durant and her staff to research developing a Facebook page for the Town for information only, no comments. There was a brief discussion.
8. Mayor Wissman advised that the Town met with Verizon about getting three I-Pads, one for him, Public Works, and Town Hall on a trial basis to streamline paperwork and in hopes of eventually going paperless for meetings and agendas. He noted that they will also update all phones through the Town at no charge.
9. Mayor Wissman provided an update on projects going on around Arlington, including the opening of S.R. 385 on November 22, 2013; the Milton Wilson Middle ribbon cutting in December; as well as several Airline Road projects in various stages of completion. Mayor Wissman asked Ed Haley, Town Superintendent, to advise the Board regarding a recent sewer emergency. Mr. Haley explained that on October 31, 2013, the lift station pump at Summers Road and Airline shut down and the Town had to locate and hook up a temporary pump. He stated that this pump will stay in place until the sewer project, which has a history back to 2004, is tied in, eliminating seven out of twelve lift stations.
10. Mayor Wissman advised that in response to complaints regarding the trees being cut down for road projects, he has asked Staff to look at replacing the trees once the projects are complete.

## **VII. COMMITTEE REPORTS**

Mayor Wissman advised that committee reports, including the Treasurer's Report and financial reports, for the month of October 2013 are on file at Town Hall and have been provided to the Board. Mayor Wissman asked if anyone wished to report on their committee. Hearing no reply, he recognized Vice Mayor McKee who read the Treasurer's Report into the record (on file). Mayor Wissman called for questions. There were no questions.

## VIII. OLD BUSINESS

- A. Second and final reading Ordinance 2013-10 to amend the Town of Arlington, Tennessee, budget for fiscal year ending June 30, 2014.

Mayor Wissman recognized Catherine Durant, Recorder/Treasurer, who advised that the budget amendments include the addition of the Park Director position, the lighting for the ball field approved by the Board, the addition of the Allen Steel property which is an amendment between the first and second reading, the grant monies being received and expensed for development fees collected, and removal of the Solid Waste Fund from the General Fund into a separate Special Revenue Fund.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Brooks made a motion to approve the second and final reading of Ordinance 2013-10 as amended. Alderman McGee seconded the motion.

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

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

- B. Other as Properly Presented

1. There was no old business brought forward.

## IX. NEW BUSINESS

- A. Resolution 2013-41 to authorize the application of a State of Tennessee Department of Transportation Alternatives Program Grant for the Forrest Street Multi-Use Trail.

Mayor Wissman recognized Mr. Haley who advised that a public meeting was held and notices were sent regarding this \$900,000 program. He acknowledged the comments made during the public meeting regarding the asphalt trail; however, he noted that this project does improve connectivity through the area. Mr. Haley stated that this application has been submitted to Nashville and is awaiting a resolution.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Thompson made a motion to approve Resolution 2013-41. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion and recognized Alderman Bascom who asked if the trail can be less than ten-feet wide. Mr. Haley responded that to comply with TDOT requirements, it cannot be less than ten-feet wide. Alderman McGee asked if this width makes the trail ADA compliant. Mr. Haley discussed the layout of the trail. There was discussion regarding design adjustments that could be made and still comply with the TDOT requirements, how this project would relate to other current and proposed trails, what options are available to the Town regarding approval of the grant, and if the grant would come back before the Board for acceptance. Alderman Thompson noted that if approved, the Town's share of the 80/20 split would be approximately \$163,000. Alderman Bascom asked what it would cost for the Town to put in a sidewalk. Mr. Haley suggested a cost estimate of \$300,000 to grade for ADA compliance and for construction of bridges to cross two streams. There was discussion regarding potential costs to the Town for pulling this application at various stages of the process. There was further discussion.

Mayor Wissman called for a vote on the main motion.

<b>Vote on Main Motion:</b> Roll Call Vote:	Bascom – No	Brooks-Yes
	McGee – Yes	H. McKee-No
	Thompson-No	J. McKee-No
	Wissman-Yes	

3 – Yes and 4 – No. Motion Failed.

B. Resolution 2013-42 to remove uncollectable taxes from the Town of Arlington's Certified Rolls.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2013-42.  
Alderman McKee seconded the motion.

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

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

C. Resolution 2013-43 to authorize a professional service agreement with Fisher & Arnold for consulting services for the development of a Master Plan for a Loosahatchie River Greenway Trail.

Mayor Wissman recognized Ms. Sparkes who advised that at last month's meeting she announced that the Town had been awarded a grant for this project.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2013-43.  
Alderman McGee seconded the motion.

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

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

- D. Resolution 2013-44 to authorize an agreement with the Tennessee School Board Association, for the purpose of assisting the School District in conducting a Superintendent Search.

Mayor Wissman advised that the Town will share in a superintendent search with Lakeland School Board and the price for offsetting the cost is up to \$5,000 and the shared cost is \$2,500. The School Boards will conduct the interviews and if they do not agree on a superintendent, both municipalities would agree to pay the additional \$2,500 each. He noted that this is a process that can be started now since we have the search criteria. He advised that TSBA will compile a list and present it to the School Board in early December so they can begin interviewing.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Thompson made a motion to approve Resolution 2013-44.  
Alderman McGee seconded the motion.

Mayor Wissman called for discussion and recognized Alderman Thompson who asked if the School Board sees all of the resumes. Mayor Wissman responded that TSBA will filter resumes based on the criteria. There was discussion.

Mayor Wissman called for a vote on the main motion.

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

- E. Resolution 2013-45 to authorize a contract with White Construction and Associates, Inc., for Hughes Park Detention.

Mayor Wissman recognized Steve Hill, Town Engineer, who advised that the Town continues to look for opportunities on public property to do projects that help with flooding issues. He advised that there were four bidders who were all close and his recommendation was for White Construction at \$43,811.

Mayor Wissman called for a motion.

**Main Motion:** Alderman Bascom made a motion to approve Resolution 2013-45. Vice Mayor McKee seconded the motion.

Mayor Wissman called for discussion. It was noted that the basin will be located close to Chester Street on the northwest corner of the park, and it will be a dry basin. There was a brief discussion.

Mayor Wissman called for a vote on the main motion.

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

F. Other as Properly Presented

Mayor Wissman called for a motion to place the tabled discussion regarding the Vice Mayor back on the floor for discussion.

**Main Motion:** Alderman Brooks made a motion to remove the discussion of the Vice Mayor election from the table. Alderman McGee seconded the motion.

**Vote on Main Motion: Roll Call Vote:**

<b>Bascom-Yes</b>	<b>Brooks-Yes</b>
<b>McGee-Yes</b>	<b>H. McKee-Yes</b>
<b>Thompson-Yes</b>	<b>J. McKee-Yes</b>
<b>Wissman – Abstain</b>	

The motion passed. 6-Yes and 1-Abstain

Mayor Wissman stated that last month two Board Members were absent and the Board agreed to table this discussion until all members were present. He explained that he initiated the discussion because the Charter doesn't address the frequency and term for election of the Vice Mayor and he felt that since Board members are elected every two years, perhaps the Vice Mayor should also be elected every two years. Alderman Thompson stated that he prefers to keep the Vice Mayor's election at every four years, same as the Mayor's election cycle. Gerald Lawson, Town Attorney, addressed the history of the process and reiterated that there is nothing defined in the Charter. There was discussion and Alderman Brooks made the following motion.

**Motion:** Alderman Brooks made a motion to elect a new Vice Mayor every two years at the first meeting after the municipal election and swearing-in. Mayor Wissman seconded the motion.

Mayor Wissman called for discussion. Alderman Bascom suggested the Board should have time to consider. After a brief discussion, Mayor Wissman called for a Roll Call Vote.

**Vote on Motion: Roll Call Vote:**

<b>Bascom-No</b>	<b>Brooks-Yes</b>
<b>McGee-Yes</b>	<b>H. McKee-Yes</b>
<b>Thompson-Yes</b>	<b>J. McKee-Yes</b>
<b>Wissman – Yes</b>	

The motion passed. 6-Yes and 1-No



Mayor Wissman opened the floor for nominations for Vice Mayor. Alderman Thompson read the duties listed in the Charter for the Vice Mayor and nominated Harry McKee. Alderman Brooks nominated Gerald McGee. Hearing no further nominations, Mayor Wissman closed the floor. There was discussion.

**Vote on Nominations: Roll Call Vote:**

Bascom-H. McKee	Brooks-G. McGee
McGee-G. McGee	H. McKee-H. McKee
Thompson-H. McKee	J. McKee-H. McKee
Wissman-Abstain	

**Vote:** Harry McKee: 4-Yes    Gerald McGee: 2-Yes    1-Abstain

Alderman Harry McKee elected to the position of Vice Mayor through September 2015.

There was no other new business presented.

#### X. APPROVAL OF BILLS

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 discussion. Hearing no response, he called for a vote on the main motion.

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

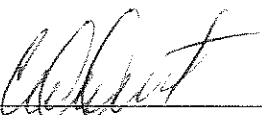
#### XI. ADJOURNMENT

**Motion:** Alderman McKee made a motion to adjourn. Alderman Bascom seconded the motion. The motion carried unanimously.

Meeting adjourned.

  
\_\_\_\_\_  
Mike Wissman, Mayor

12/2/13  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Catherine D. Durant, Recorder

12/2/13  
\_\_\_\_\_  
Date

Submitted By: Theresa Smith, Planning Clerk