

Town of Arlington

5854 Airline Road, Arlington TN 38002



Town Of Arlington
Board of Mayor and Aldermen
January 2, 2018
6:30 P.M.

MEETING MINUTES

I. Call to Order and Roll Call.

Present

Mike Wissman, Mayor
Larry Harmon, Alderman
Cheryl Pardue, Alderman
Jeff McKee, Alderman
Oscar Brooks, Alderman
Harry McKee, Vice Mayor
Jeremy Biggs, Alderman

Others Present

Gerald Lawson, Attorney
Catherine Durant, Town Administrator
Angela Reeder, Planner
Brittney Owens, 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 Vice Mayor McKee.

III. Pledge to the Flag.

The Pledge of Allegiance was led by Lieutenant Erik Ross.

IV. Approval of the minutes from December 4, 2017.

Motion: Vice Mayor McKee made a motion to approve the Board of Mayor and Aldermen minutes of December 4, 2017. Alderman Pardue 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 stated that this was not a Question and Answer session. There were no further comments.

VI. Communication from the Mayor.

A. **Shelby County Sheriff's Office Incident Report for the Month of December.**

Mayor Wissman recognized Sergeant Cockman from the Shelby County Sheriff's Department. He explained the crime report for the month of December which was provided to the Board. He reminded citizens to lock their personal property to prevent theft. The full report is on file at Town Hall.

B. **Presentation of Audit Report for Fiscal Year end June 30th, 2017 by Alexander Thompson Arnold.**

Mayor Wissman recognized Mike Hewitt, Alexander Thompson Arnold. Mr. Hewitt explained the Audit Report and Financials of the Town. He noted one Audit finding for a purchase of large equipment with out the proper approvals. The full report is on file at Town Hall and Sam T. Wilson Library.

C. **Arlington Fire Department report for the month of December.**

Mayor Wissman recognized Jim Harvill, Fire Chief. Chief Harvill stated that for the month of December there was a total of 84 calls with 30 being on or south of I40. The full report is on file at Town Hall.

D. **Special Census Update.**

Mayor Wissman recognized Brittney Owens, Town Recorder. Ms. Owens stated that all Census Forms had been mailed out to residents. She advised that there is an online option to fill out the form and submit it electronically. Ms. Owens stated that staff is still on track to have everything submitted for verification by the deadline in March.

E. **Other as Properly Presented.**

1. Mayor Wissman reminded citizens of the Chamber Luncheon that would take place on January 10th at 11:30AM.

VII. Committee Reports

Mayor Wissman advised that the Planning Commission, Design Review Committee, Parks and Recreation Committee and Arlington Community School Board met during the month of December. The reports are on file at Town Hall and have been provided to the Board. Brittney Owens, Recorder/Treasurer reminded everyone that the Finance Committee would be meet on January 24th at 5:30 PM.

Alderman Brooks read the Treasurer's Report into the record (on file).

VIII. Old Business

A. Second and Final reading of Ordinance 2017-12 to amend the Town of Arlington, Tennessee Budget for Fiscal Year ending June 30, 2018.

Mayor Wissman recognized Brittney Owens, Town Recorder. Ms. Owens stated that there were no changes between first and second reading, however she noted the correction of the typo from the first reading. She stated that staff recommended approval.

Mayor Wissman called for a motion.

Main Motion: Alderman Brooks made a motion to approve Second and Final reading of Ordinance 2017-12. Alderman Harmon seconded the motion.

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

Motion: Alderman Brooks made a motion to suspend the Board of Mayor and Alderman Meeting and open a Public Hearing. Alderman McKee seconded the motion.

PUBLIC HEARING: Second and Final Reading of Ordinance 2017-12 to amend the Town of Arlington, Tennessee Budget for Fiscal Year ending June 30, 2018.

Mayor Wissman stated that notice of public hearing was published in The Commercial Appeal on December 15, 2017. Anyone wishing to speak for or against this request, please stand to be recognized. State your name and address for the record.

Mayor Wissman called for a motion to close the Public Hearing and resume the regular Board of Mayor and Alderman Meeting.

Motion: Alderman Pardue made a motion to close the Public Hearing and resume the Board of Mayor and Alderman meeting. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion or questions. Hearing no further comments, 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 2018-01 to support an additional appropriation from the State of Tennessee Assembly to bring the Memphis Regional Megasite into shovel ready status.

Mayor Wissman recognized Brittney Owens, Recorder/Treasurer. Ms. Owens advised that this resolution was to show support of an additional “shovel ready” appropriation for the Memphis Regional Megasite to be included in the 2018-2019 budget for the State of Tennessee.

Mayor Wissman called for a motion to approve.

Main Motion: Alderman Harmon made a motion to approve Resolution 2018-01. Alderman Brooks seconded the motion.

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

Vote on Main Motion: The motion carried unanimously.

B. Resolution 2018-02 to authorize a leased outdoor lighting contract with Memphis Light Gas and Water for lighting to be installed at College Hill Park.

Mayor Wissman recognized Catherine Durant, Town Administrator. Ms. Durant explained that staff was doing work to repair the roof of the gazebo at College Hill Park and would like to add some additional lighting along the trail and parking lot to deter people from using the park after hours. She explained the payment options through Memphis Light, Gas, and Water. She advised that staff recommended approval.

Mayor Wissman called for a motion.

Main Motion: Alderman Harmon made a motion to approve Resolution 2018-02. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion or questions. Alderman Biggs inquired about the hours of operation at this facility. Hearing no further discussion, Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

C. Resolution 2018-03 to authorize a Special Event Permit for Arlington High School's Best Buddies Chapter Event known as Run the R-Word Out of Town 5K.

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer. Ms. Owens explained that Arlington High School's Best Buddies Chapter has submitted a request to host a 5K which will result in road closures, and has provided a copy of the organizations status as a Charter Non-Profit Corporation and issued a certificate of insurance listing the Town as an additional insured. She stated that staff reviewed the application and determined that the interest of public safety, this event must abide by the Special Event Permit Application and the comments provided by staff and/or Board of Mayor and Aldermen which are attached. She advised the Board that the route being presented is an agreed upon alternate to the original route requested. The alternate route has less road closures and will need less man power on the Town's behalf.

Mayor Wissman called for a motion.

Main Motion: Alderman Biggs made a motion to approve Resolution 2018-03.
Alderman Brooks seconded the motion.

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

Vote on Main Motion: The motion carried unanimously.

D. Resolution 2018-04 to amend the Arlington Community Schools Board of Education 2017-2018 Operating Budget.

Mayor Wissman recognized Brittney Owens, Recorder/Treasurer. Ms. Owens advised that the Board was required to approve the budget and all amendments for Arlington Community Schools. She stated that this was a request for an amendment for both revenues and expenses. She stated that staff recommended approval and that Ms. Mason, Superintendent was present for any questions.

Mayor Wissman called for a motion.

Main Motion: Alderman McKee made a motion to approve Resolution 2018-04.
Alderman Pardue seconded the motion.

Mayor Wissman called for discussion and questions. There was discussion of additional funding for the construction of a new gym facility at the Middle School. The plan is to convert the current gym into an auxiliary gym for

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

Vote of Main Motion: The motion carried unanimously.

E. Other as properly presented.

Mayor Wissman recognized James Harvill, Fire Chief. Chief Harvill requested approval to apply for grants for the Fire Department to assist with training and purchasing of equipment for an Aerial and Exhaust System.

Mayor Wissman called for a motion.

Main Motion: Alderman Harmon made a motion to approve the grant application process in relation to the Fire Department. Alderman Brooks seconded the 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 McKee made a motion to approve bills for payment. Alderman Pardue 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 McKee made a motion to adjourn. Alderman Brooks seconded the motion.

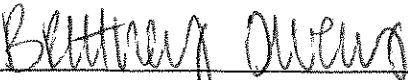
Meeting adjourned.



Mike Wissman, Mayor

2/5/18

Date



Brittney Owens, Recorder

2/5/18

Date