



City of Bartlett

A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

THURSDAY, JANUARY 10, 2019 - BARTLETT CITY HALL - 7:00 PM

ATTENDANCE

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Scott Greer, New Hope Christian Church

FUTURE MEETINGS

Bartlett Historical Society, January 14 at 7 p.m.

Bartlett Arts Council, January 15 at 6 p.m.

BPACC Advisory Board, January 15 at 6 p.m.

Design Review Commission, January 15 at 6:30 p.m.

RECOGNITIONS

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the December 11, 2018 Board of Mayor and Aldermen Regular Meeting

| | |
|------------------|--|
| RESULT: | ACCEPTED [UNANIMOUS] |
| MOVER: | Bobby Simmons, Alderman |
| SECONDER: | David Parsons, Alderman |
| AYES: | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

CONSENT AGENDA

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Jack Young, Vice Mayor |
| SECONDER: | Emily Elliott, Alderman |
| AYES: | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

- 1 Special event permit for Valentine's Run. (Jim Brown, Director of Code Enforcement)**
The event will be held on Saturday, February 9 from 9 a.m. to 1 p.m. at Bartlett Baptist Church.
- 2 Special event permit for Oak Elementary 5K Run fundraiser. (Jim Brown, Director of Code Enforcement)**
The event will be held on Friday, May 10 from 5 to 10 p.m. at Oak Elementary School.
- 3 Proposal for annual fireworks display. (Debbie Gelineau, Director of Community Relations)**
Recommend accepting the only proposal from Pyro Shows at a cost of \$22,000 per show. Funds are available in Account 110.41220.175.
- 4 Purchase of one 2019 Chevrolet Impala. (Glen Williamson, Chief of Police)**
Request to purchase one 2019 Chevrolet Impala from Freeland Chevrolet at a total cost of \$28,300.00. This vehicle will be purchased from a State Contract and will be used by the Police Investigative Services Division. Funds are available in Account 124.48124.935.
- 5 Purchase of one 2019 Ford F150. (Glen Williamson, Chief of Police)**
Request to purchase one 2019 Ford F150 from Ford of Murfreesboro at a total cost of \$26,457.50. This vehicle will be purchased from a State Contract and will be used by the Police Investigative Services Division. Funds are available in Account 124.48124.935.
- 6 Bid for one Ford F450XL with garbage body and 10-yard capacity. (Shan Criswell, Director of Parks and Recreation)**
Recommend accepting the lowest bid from Country Ford at a total cost of \$78,985.00. Funds are available in Account 311.48311.785.50719.
- 7 Upgrade of current water meter reading equipment and software. (Dick Phebus, Director of Finance)**
Recommend upgrading current water meter reading equipment with Beacon software and licenses at a cost of \$87,900.04 with subsequent annual maintenance fees of \$14,420.04. Funds are available in 510.51100.945.

NEW BUSINESS**I Appoint and re-appoint members to City's Boards and Commissions. (A. Keith McDonald, Mayor)****Bartlett Station Commission**

Reappoint Alderman David Parsons. His term will expire December 31, 2022.

Beer Board

Reappoint Cordell Battles, Ryan Smith and Deborah Williams. Their terms will expire December 31, 2020.

Board of Zoning Appeals

Appoint Joe Walker. His term will expire December 31, 2020. Reappoint Stan Burton and Jeremy Stafford. Their terms will expire December 31, 2021. Reappoint Alderman David Parsons. His term will expire December 31, 2022.

BPACC Advisory Board

Reappoint Carol Price, Steve Stewart, Lorraine Williams. Their terms will expire December 31, 2021.

City Beautiful Commission

Reappoint Bill Browning, Kenneth Gilmer, Mark Guenin, Linda Howe, Carolyn Keane, Mike Martin, Tommie Jean Moore, Michelle Page, Kenneth Parks, Laurie Rieman, Tom Rieman, Kathleen Robertson, Danny Thompson, and Karen Winemiller. Their terms will expire December 31, 2019.

Code Appeals Board

Reappoint Brian Foshee and Aleta Jones. Their terms will expire December 31, 2020.

Contracts Committee

Appoint Mark Brown. This appointment does not expire.

Design Review Commission

Appoint Nick Taylor. His term will expire December 31, 2020. Reappoint Casper Briggs, Stan Burton, Keith Whaley. Their terms will expire December 31, 2020. Reappoint Alderman Emily Elliott. Her term will expire December 31, 2022.

Family Assistance Commission

Reappoint Ted Rasbach, Melinda Sturgell, and Jim Vazquez. Their terms expire December 31, 2021.

Grievance Review Board

Appoint Michael Goldberg. His term will expire December 31, 2019. Reappoint Jonathan Jewell, Jeremy Maser, Charlene Mitchell, and Ted Rasbach. Their terms will expire December 31, 2019. Reappoint Alderman Jack Young. His term will expire December 31, 2022.

Historic Preservation Commission

Appoint Mayrene Smith. Her term will expire December 31, 2023. Reappoint Kris Clinton. His term will expire December 31, 2023.

Industrial Development Board

Appoint Melissa Woodall. Her term will expire January 25, 2023. Reappoint Randy Allen and Carolyn Pruitt. Their terms will expire January 25, 2023.

Parks and Recreation Advisory Board

Appoint Claudia Tullos-Leonard. Her term will expire December 31, 2020. Reappoint Bob Brown and Kevin Hardin. Their terms will expire December 31, 2021.

Pension Board (Defined Benefit Plan)

Appoint Johnny Johnson. His term will expire December 31, 2022. Reappoint Jay Rainey. His term will expire December 31, 2022.

Retirement Plan Committee (Cash Balance Plan)

Appoint Johnny Johnson. His term will expire December 31, 2022. Reappoint Jay Rainey. His term will expire December 31, 2022.

Planning Commission

Appoint John Conroy. His term will expire December 31, 2021. Reappoint Walter Peggs, Sr., Joe Walker, and Mandy Young. Their terms will expire December 31, 2021. Reappoint Alderman Jack Young. His term will expire December 31, 2022.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | David Parsons, Alderman |
| SECONDER: | W.C. Pleasant, Alderman |
| AYES: | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

2 Resolution 01-19, a resolution authorizing the City of Bartlett to accept up to \$5,000 in the Public Entity Partners James L. Richardson “Driver Safety” matching grant program and to amend the General Fund Fiscal Year 2019 Budget to account for revenues and expenditures. (Dick Phebus, Director of Finance)

Mr. Phebus explained that this resolution not only accepts the \$5,000 grant, but appropriates the City's required \$5,000 matching funds.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Bobby Simmons, Alderman |
| SECONDER: | Paula Sedgwick, Alderman |
| AYES: | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

3 Resolution 02-19, a resolution to amend the Fiscal Year 2019 Grants Fund budget to appropriate funds for a Shelby County Government grant for fire department training tower and BPACC lighting system. (Dick Phebus, Director of Finance)

Mr. Phebus explained that this \$100,000 grant from Shelby County is thanks to County Commissioner Mick Wright. The County will reimburse the City fully.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Bobby Simmons, Alderman |
| SECONDER: | David Parsons, Alderman |
| AYES: | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

4. Appoint Vice Mayor. (A. Keith McDonald, Mayor)

Mayor McDonald reappointed Jack Young for another two-year term as Vice Mayor.

5 Elect Register. (A. Keith McDonald, Mayor)

Alderman W.C. Pleasant was elected to serve another four-year term as register.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Bobby Simmons, Alderman |
| SECONDER: | Paula Sedgwick, Alderman |
| AYES: | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

6 Reappoint Scott Greer as City Chaplain. (A. Keith McDonald, Mayor)

Scott Greer, pastor of New Hope Christian Church, agreed to serve as City Chaplain for a two-year term.

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Bobby Simmons, Alderman |
| SECONDER: | David Parsons, Alderman |
| AYES: | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

7 Reappoint David Lakin as City Prosecutor and Rhea Clift as Assistant City Prosecutor. (A. Keith McDonald, Mayor)

| | |
|------------------|--|
| RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | W.C. Pleasant, Alderman |
| SECONDER: | Jack Young, Vice Mayor |
| AYES: | Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick |

Swear-in City Officials.

The following City Officials were sworn in to their respective positions by Mayor McDonald:

APPOINTED POSITIONS

| | |
|---|-------------------|
| 1. Chief Administrative Officer | Mark Brown |
| 2. Mayor's Executive Assistant | Jeanie Underwood |
| 3. City Clerk | Stefanie McGee |
| 4. City Court Clerk | Bill Lloyd |
| 5. Director of Planning & Economic Development | Kim Taylor |
| 6. Director of Finance | Dick Phebus |
| 7. Director of the Performing Arts & Conference Center | Michael Bollinger |
| 8. Director of Personnel | Ted Archdeacon |
| 9. Director of Code Enforcement | Jim Brown |
| 10. Police Chief | Glen Williamson |
| 11. Assistant Police Chief | Jeff Cox |
| 12. Inspector | Tina Schaber |
| 13. Inspector | Chris Golden |
| 14. Inspector | Steve Sones |
| 15. Fire Chief | Terry Wiggins |
| 16. Assistant Fire Chief | Tommy Gately |
| 17. Director of Parks and Recreation | Shan Criswell |
| 18. Director of Public Works | Mike Adams |
| 19. Assistant Director of Public Works | Matt Crenshaw |
| 20. Director of Engineering/City Engineer | Rick McClanahan |
| 21. Assistant Director of Engineering/Assistant City Engineer | John Horne |
| 22. Director of Community Relations | Debbie Gelineau |

- | | |
|-------------------------------|------------------|
| 23. City Attorney | Ed McKenney, Jr. |
| 24. City Prosecutor | David Lakin |
| 25. Assistant City Prosecutor | Rhea Clift |

OPEN DISCUSSION

City Engineer Rick McClanahan stated that two additional transportation projects will be added to the City's submission to the Metropolitan Planning Organization. Mr. McClanahan presented the Board the City's proposed projects, but two were inadvertently omitted. In addition to those mentioned at the December 11, 2018 Board meeting, the City will request consideration and funding for the resurfacing of Brother Boulevard from Highway 64 to Appling Road and of Yale Road from Highway 70 to Brother Blvd. This is a current City project. The second request will be for \$4 million to complete Americans with Disabilities Act (ADA) improvements to public right-of-ways. These needed improvements were discovered as part of the City's recent ADA Transition Plan self-evaluation and would be completed during a four-year period. Both of these projects, if approved, would be funded 80 percent by the Federal government with a 20 percent local match.

Heidi Schafer, 9526 El Hill Road, Lakeland, TN 38002, announced that she is running as a republican in the State Primary Election for State Senate District 32.

ADJOURNMENT

Meeting adjourned at 7:24 PM

W.C. Pleasant, Register to the
Board of Mayor and Alderman

A. Keith McDonald
Mayor