Town of Arlington
5854 Airline Road, Arlington TN 38002

Board of Mayor and Aldermen
June 4, 2018
6:30 P.M.

MEETING MINUTES

I. Call to Order and Roll Call.

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

Others Present
Catherine Durant, Town Administrator
Brittney Owens, Recorder/Treasurer
Angela Reeder, Town Planner
See List

Excused Absence
Harry McKee, Vice Mayor

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 Lyla Wissman.

IV. Approval of the minutes from May 7, 2018

Motion: Alderman Brooks made a motion to approve the Board of Mayor and Aldermen minutes from May 7, 2018. Alderman McKee 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 his/her name and address for the record. He reminded everyone this was not a question and answer session.
Mayor Wissman recognized Don Bishop, owner of Amish Depot, located at Highway 64 and Collierville-Arlington Road. He sells storage buildings in the surrounding areas and is aware of the ordinance against metal roofing in Arlington. His metal roofing has a 40 year warranty, and he has been told in other municipalities that as long as his roofing somewhat matches the color of the shingles it is allowed. He brought photos of his buildings to be reviewed. He stated that his buildings are good quality and come with a 10-year structural warranty. They are not made to look like storage sheds, they are aesthetically pleasing. He has been in business since 1988. He wants to try to work with Arlington as he has with other Towns to allow his buildings. Mayor Wissman asked him to leave his contact information for staff to get in touch with him.

Mayor Wissman recognized Bobby Clark, of Buckshot Hills, Arlington. He stated that he has been working with staff for a year regarding a 28-30 foot RV that is parked in a driveway in Buckshot Hills. He stated that the RV is causing issues in their neighborhood. After winter, the RV was allowed to be parked in the owner’s back yard, and now the RV is being parked in the driveway. He said that it violates the ordinance but has been allowed to continue. He believes that it is being stored in the driveway, not temporarily parked there. He wants something to be done. He stated that there are inappropriate things going on, including bullying and harassment. He stated that the RV being parked in the driveway is affecting his security system and the flood lights on his house, and it is unsightly. He wants staff to get back with him by sending a certified letter and calling him to let him know what the rules are. He then read the ordinance he had printed from the Town website, Title 13 Chapter 4.13.24, Parking Regulations. He said that the RV was parked in on the property for 172 days last year. He stated that he had called the police regarding the matter last week.

Mayor Wissman asked Mr. Clark for clarification on what he is asking of the Board.

Mr. Clark replied that he wants someone to tell him and the RV owner what they need to do and what the rules are. He said he has been told several different things over the last year. He believes that there is collusion going on, as he has recordings from his voice-monitoring security system to indicate this.

Mayor Wissman stated that staff has notified the Board regarding the situation, and he is turning the matter back over to Angela Reeder, Town Planner and Catherine Durant, Town Administrator. He told Mr. Clark that someone would get back with him in the next 2-3 days.

Alderman Harmon stated that he had been contacted regarding the situation earlier in the week and had noticed that the RV was parked from Monday evening until Saturday morning. He said that if the RV is creating a problem, there needs to be differentiation between storage and parking.

Mayor Wissman replied that he wants a report from staff and an update on the situation as it progresses.
Mayor Wissman recognized Shannon Eavenson, of Walker Street, Arlington. She stated that the camper in question is being stored at her facility. The owners recently took it out of town twice in a 10-day period and kept it in their driveway between trips instead of bringing it back to the storage facility. She stated that the camper is not stored in their driveway on a regular basis.

VI. Communication from the Mayor.

A. Shelby County Sheriff’s Department Incident Report for the Month of May 2018.

Mayor Wissman recognized Lt. Crowder, Shelby County Sheriff’s Department. Lt. Crowder noted that there were no residential burglaries during the month of May, and no motor vehicle thefts. She stated that they appreciate the help from citizens to lower the number of incidents. There were 2 narcotics arrests made. Mayor Wissman asked if there is usually a spike in incidents now that school is out. Lt. Crowder stated that yes, there is. Mayor Wissman advised everyone to be more mindful now that school is out, and to lock car doors.

Mayor Wissman thanked Lt. Crowder for her time.

B. Arlington Fire Department Report for the Month of May 2018.

Mayor Wissman recognized James Harvill, Fire Chief. Chief Harvill stated that there was a total of 81 responses, with 38 being fire responses, and 43 being EMS responses. There were 14 calls on or south of 1-40. The full report is on file.

D. Other as properly presented.

1. Mayor Wissman stated the fireworks show will be June 30th.
2. Mayor Wissman stated that the new Arlington Middle School gym is being built, and the middle school is being rebranded to the Arlington Tigers.
3. Mayor Wissman stated that Kevin Carter, Director of Parks & Recreation is leaving the Town of Arlington to move to Texas. The job description for that position is currently being reevaluated by Catherine Durant, Town Administrator.
4. Mayor Wissman reminded everyone that the Chamber lunch is Wednesday, June 13th. He applauded Tonia Howell, Chamber Director for all of her work with the Town and the community.
5. Catherine Durant, Town Administrator gave an update on the construction projects on Highway 70 and Airline Road. She stated that there is a delay with the Highway 70 project due to an issue with an appraisal amount, but it is being addressed. She stated that the Airline Road project is moving along well. She said that they are expecting at least 1 or 2 parcels to go to condemnation. She stated that the LPRF grants are out for bid. Mayor Wissman asked about the status of the tennis complex. Ms. Durant stated that there was a slight delay in the drainage calculations for the project.
6. Mayor Wissman reminded everyone that the next meeting of the Board of Mayor and Alderman will be Monday July 2, 2018.
7. Brittney Owens, Town Recorder/Treasurer stated that there will be a special called meeting June 22, 2018 at 5:30pm.

VII. Committee Reports

Mayor Wissman advised that the Planning Commission, Design Review Committee, Parks and Recreation Committee, Health and Safety Committee and Arlington Community School Board all met during the month of May. The reports are on file at Town Hall and have been provided to the Board.

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

VIII. Old Business

A. Second and Final Reading of Ordinance 2018-05 adopting the Annual Budget, Board Compensation, and Tax Levy for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019, (PUBLIC HEARING)

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer.

Ms. Owens advised that there were changes between the first and second readings of the proposed budget. Those changes include all of the schools’ figures being added to the budget, as well as some corrected language from the Comptroller’s office being added.

Ms. Owens advised that staff recommends approval.

Main Motion: Alderman Harmon made a motion to approve Second and Final Reading of Ordinance 2018-05. Alderman Biggs seconded the motion.

Mayor Wissman called for a motion to suspend the Board of Mayor and Aldermen Meeting and Open Public Hearing.

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


Mayor Wissman advised that the public hearing was published in The Daily News on May 17, 2018. Anyone wishing to speak for or against this request, please stand to be recognized. State your name and address for the record.
Hearing no discussion, Mayor Wissman called for a motion to close Public Hearing and resume Board of Mayor and Aldermen Meeting.

**Main Motion:** Alderman Brooks made a motion to close the Public Hearing and resume the Board of Mayor and Aldermen Meeting. Alderman Harmon seconded the motion.

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

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

**B. Notice of Intent to Exceed the Certified Tax Recapture Rate.** The previously calculated Certified Tax rate was 1.0748 per $100 of the assessed valuation. The recapture rate recoups the unutilized portion of an appeals allowance and the certified recapture rate is 1.136985 per $100 of assessed valuation. (PUBLIC HEARING)

Mayor Wissman recognized Brittnay Owens, Town Recorder/Treasurer. Ms. Owens stated that the budget was proposed at $1.15, which is 1.5 cents higher than the certified recapture rate.

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

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

Mayor Wissman called for discussion or questions. Hearing no discussion, Mayor Wissman called for a motion to close Public Hearing and resume Board of Mayor and Aldermen Meeting.

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

Mayor Wissman clarified that the tax rate was not increased from $1.07 to $1.15 as it had appeared in several newspaper articles, it had only increased 1.5 cents.

**IX. New Business**

**A. First Reading of Ordinance 2018-06 to amend the Town of Arlington Zoning Ordinance Chapter 4 Zoning Districts, Bulk Regulations, and Uses regarding event venues as a conditional use.**
Mayor Wissman recognized Angela Reeder, Town Planner. Ms. Reeder stated that this would be an amendment to the current zoning ordinance in place, and this is the first reading of this amendment. Over the past year, the Town has received 2 wedding venue applications, prompting the application to amend the ordinance. The amendment would affect Chapter 4 of the ordinance only, the Chapter dealing with Zoning Districts, Bulk Regulations and Uses. The amendment would affect section 4.8 Uses Permitted in Zoning Districts, adding ‘event venue’ as a separate use on that table, identifying it as allowed with a conditional use permit only in the general commercial zone and shopping center zone. The second part of the amendment would set specific requirements. Section 4.9.2 would include a set of standards specific to event venues, including the following: Event venues shall be located on commercial sites of at least 5 acres; All events shall end by not later than 11:00pm; No smoking shall be permitted indoors; Any event serving alcohol must provide armed, private security for the duration of the event; and Areas for outdoor use or activities shall be screened or fenced in such a manner as to provide an effective buffer for adjacent uses. Landscape/fence screens/buffers may be required in appropriate circumstances in order to mitigate adverse site impacts from less intensive adjacent uses.

Ms. Reeder stated that for comparison, the previous applications were considered under the Public Assembly Uses such as Lodges, Clubs, Country Clubs or Golf Courses. It was allowed by right in the B-2 zone, and with a CUP in residential zones. The requirements in the current language include: Shall be located on site with primary frontage on a collector level road or higher; Golf Courses shall be located on sites of at least 100 acres, and Lodges and Country Clubs shall be on sites of at least 5 acres; On-site lighting shall be arranged in such a manner as to minimize intrusion of lighting into areas zoned or used for residential or medical purposes; Areas for outdoor recreational use or outdoor group activities shall be screened or fenced in such a manner as to provide an effective buffer for adjacent uses, with landscape/fence screens/buffers may be required in appropriate circumstances; The location of such facility shall not materially increase traffic on surrounding streets; The location of such facility shall not have an adverse effect on surrounding properties; and A preliminary site plan shall first be submitted to the Planning Commission who will issue advisory opinion to the BZA regarding proposed site improvements. It is a similar list of requirements that have to be considered for approval.

Ms. Reeder stated that this amendment was considered at a Public Hearing by the Planning Commission in May, and the Planning Commission did not recommend approval at that time. This a 1st reading of Ordinance 2018-06. If approved tonight, it will be presented for a 2nd reading and Public Hearing at the next BMA Meeting.

Mayor Wissman called for a motion to approve.

Main Motion: Alderman Harmon made a motion to approve First Reading of Ordinance 2018-06. Mayor Wissman seconded the motion for discussion.

Mayor Wissman called for discussion or questions.
Alderman Harmon stated he had been contacted by citizens concerned with the event venues being allowed in residential areas. He referenced the 2 applications in the last year. He stated that he is asking for a definition for event venues and set some guidelines, with the intent to add a few additional conditions to the current requirements to protect the neighborhoods. He stated he is proposing the requirement for security as a large event with 200 or more people needs security for the parking areas to avoid issues. He wants a definition added for event venue. He felt that a wedding venue is already allowed in the Church use. He noted that his concern with CUPs is when an original business owner sells to a new owner with different intentions, it can be an issue for the surrounding neighborhood. He referred to a current ordinance, “Conditional Use shall not be approved unless it conforms to the established specific provisions as set forth in Chapter 4 Section 4.9 of this zoning ordinance.” He stated that he is looking for clarity.

Angela Reeder, Town Planner explained that in regard to new owners of a property, the CUP carries with the property and the same requirements and guidelines would apply. Additionally, it can be revoked by the Town of Arlington. The Town is not stuck with it and the business can be removed if they are not abiding by the requirements in place.

Alderman Biggs asked how this amendment would have affected Orion Hill, if it had been in place when they applied.

Ms. Reeder replied that the owners of Orion Hill would not have been able to apply as they would not have met the requirements of the amendment due to the residential location.

Alderman Harmon stated this is why he was asked to bring this before the elected officials, so they could set guidelines. He stated that he was not against the Orion project, but he is concerned with the approval process. If someone were to buy a ¼ acre lot and decide to do the same thing, it would be a problem for the surrounding community. He stated the Planning Commission set precedence when they approved Orion using the Lodge, Club, Country Club and Golf Course classification.

Alderman Biggs stated his concern is that Orion Hill would not have been able to be approved under the new requirements.

Alderman Harmon said he asked for a workshop for this issue but his request fell on deaf ears.

Mayor Wissman replied that we are having a discussion now. He stated his concern is including every definition of every business, as their can be several different ways to name a business. He stated that if someone were to apply for a CUP for a venue on a ¼ acre, the staff would stop it before it got to a recommendation process, as it does not meet our criteria.

Alderman Harmon asked if we are now using the requirements for Lodge, Club, Country Club and Golf Course for event venues as Orion was approved under these criteria.
Ms. Reeder replied yes, and that is why the application was accepted and brought forward. Also, it requires that it be on at least 5 acres, and it met that requirement. The Planning Commission did set precedent as that was the closest existing category that the Town had created and it made sense for the use, so any future applications will be held to those exact standards.

Alderman Harmon re-stated that he was seeking to add a few more requirements to the existing criteria in order to protect the neighborhoods.

Mayor Wissman stated the beauty of a CUP is that these applications can be looked at on a case by case basis, where the newly proposed criteria would eliminate the possibility for those applications if they were not in a commercial zone.

Alderman McKee stated his concern is taking it out of a CUP and placing it in strictly commercial and shopping center zones would actually reduce their ability to restrict the event venues and allow for places like the Town Hall club in Cordova, which is essentially a night club. That it not what they want. The CUP allows them more flexibility and control. Also, as a government minimalist, he struggles with defining every item as it can cause more harm than protection, by restricting things that would not have been otherwise. He asked if the event venue category was a sub category of a larger group.

Ms. Reeder replied that the category Lodges, Clubs, Country Clubs and Golf Courses falls under a much broader category of public assembly uses.

Catherine Durant, Town Administrator stated that the category was also under a much larger category within the Standard Industrial Classification Code, which is used as a reference for many different groups, including large financial institutions.

Mayor Wissman said that the proposed commercial zoning restriction seemed to be a big concern for everyone.

Alderman Harmon replied they can remove that restriction from the proposed list. He said that he was hoping for discussion regarding the proposed changes before going before the Planning Commission.

Mayor Wissman replied that has always been the process for text Amendments, to go before the Planning Commission first for recommendation to the Board. He said he wanted some clarification on what Alderman Harmon wants changed.

Alderman Harmon replied that he wants guidelines in place to protect the citizens.

Ms. Durant replied the current process has guidelines. She believes the confusion is coming from the Arlington Abbey application, which was different, as it was an existing church that was planning to use the space as a wedding chapel and other gatherings. The application was
withdrawn. She stated that the 5 acre minimum requirement is in place to protect the neighborhoods.

Alderman Harmon questioned the Arlington Abbey application. Ms. Durant replied that they were an existing CUP that had applied for a CUP as a venue. They are now functioning as a church, holding services every Sunday morning, and also using their space for small gatherings. Since they are still classified as a church, the Town has lost out on personal property tax, real property tax, sales tax and business tax, and lost oversight. She stated the two applications originally being submitted so closely together is likely confusing the situation.

Alderman Harmon stated that his concern is if someone wants to turn a home in a residential area into an event venue, it will cause issues.

Ms. Durant replied that the existing language already requires for them to be on a minimum of 5 acres, so that issue is already addressed.

Mayor Wissman noted if we define event venue now, we will we be back in another month adding another definition.

Alderman Biggs stated it appears that there are three proposed requirements that are not already included in the existing language: b. All events shall end by not later than 11:00pm, c. No smoking shall be permitted indoors, and d. Any event serving alcohol must provide armed, private security.

Alderman Harmon replied that adding to the existing language is what he was trying to do. He also felt the BMA needs to be the one making these decisions.

Alderman Pardue stated that he was also adding the commercial zone requirement.

Mayor Wissman added that the BZA and the Planning Commission include Alderman and are made up of citizens as well. They make up a good blend of the Town that want to get involved in the process.

Alderman Pardue stated that having the BZA and Planning Commission as citizen bodies also takes the politics out of the process. They allow for citizen input on decisions. She stated that she is ok with adding some clarity and definition to a broad category, but she is not in favor of greatly limiting and restricting the event venues. The proposed restrictions make it virtually impossible for the event venues to come into town. Event venues like this are becoming much more popular with the existence of churches in strip malls that aren’t conducive to a wedding venue. She sees the wedding and event venues as a benefit to our town and is in favor of not being so restrictive.

Mayor Wissman stated that the first reading of the ordinance either needs to be voted on as is, amended out, or tabled and cleaned up to be voted on at a later date.
Alderan Harmon stated that he wished to work on the proposal and bring it back at a later date.

Mayor Wissman asked if Alderman Harmon wished to withdraw the First Reading of Ordinance 2018-06. Alderman Harmon replied that he wished to withdraw.

**Motion Withdrawn.**

**B. First Reading of Ordinance 2018-07 to further amend the Town of Arlington, Tennessee Budget for Fiscal Year ending June 30, 2018.**

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer. Ms. Owens stated that this is a first reading of the final set of budget amendments. It is a general clean up of line items before the close of the fiscal year of 2018. Also, due to some available funds, some capital projects are able to be moved up.

Ms. Owens stated that staff recommends approval.

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman Biggs made a motion to approve Ordinance 2018-07. Alderman McKee seconded the motion.

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

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

**C. Resolution 2018-28 to acknowledge and authorize an Emergency Purchase for Street repairs to Forrest Street West of the Fayette County Line where a metal culvert is collapsing and creating a potentially dangerous situation.**

Mayor Wissman recognized Terry Perkins, Director of Public Works. Mr. Perkins stated that the resolution is to authorize repair and services to replace the 72" culvert under Forrest Street just West of the county line. He referred to photos provided showing the deterioration of the culvert which is allowing erosion along the sides of the pipe, resulting in the roadway beginning to fail. He stated that for the safety and welfare of the public, they would like to take immediate action. Grinder Excavating has submitted a proposal for the repairs.

Mr. Perkins stated that staff recommends approval.

Mayor Wissman called for motion.

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2018-28. Alderman Biggs seconded the motion.
Mayor Wissman called for discussion and questions.

Alderman Brooks asked if they planned to move quickly. Mr. Perkins replied yes, that they would be doing repairs within 2 weeks.

Alderman Pardue inquired about how long the roadway would be closed. Mr. Perkins replied that they hoped to have the roadway completely closed no longer than 3 days. They have a traffic control plan that they will ask the contractor to utilize.

Alderman McKee stated that citizens could be notified via social media. Mr. Perkins added that they intended to put message boards out to provide 1 week of advance notice.

Alderman Brooks asked if they would be increasing the size of the culvert at all. Mr. Perkins replied that they were able to obtain an 8'x10' concrete box culvert that will allow them to increase the size for the same price.

Alderman McKee stated that he hoped metal culverts were not allowed to be installed in the Town. Mr. Perkins replied that staff is looking at replacing all metal culverts currently remaining.

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

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

**D. Resolution 2018-29 to approve the Arlington Community Schools Board of Education 2018-2019 Operating Budget.**

Mayor Wissman recognized Tammy Mason, Superintendent and Miracle Roberts, Chief Financial Officer of Arlington Community Schools to present the Arlington Community Schools Board of Education 2018-2019 Operating Budget:

Ms. Mason stated that the 2018-2019 budget is $42,546,520.00, $1 million less than the previous year.

Ms. Mason stated that Arlington Community Schools is now a complete 1:1 district, with technology in the hands of all students grades 5-12, and all teachers. Networks have been upgraded to support the devices. More courses and programs are being offered as well, including coding, mechatronics, EMS, PAVE Academy, and Collegiate Academy. She advised that ACS was one of only 12 districts to be named an Exemplary School District in the State of TN last year. The high school was named a double rewards school for achievement and growth, and SchoolDigger.com ranked ACS the #1 school district in TN.

Ms. Mason stated that the 2018-2019 budget includes new programs such as dual enrollment with UT Martin for pre-nursing, TCAT for welding, and University of Memphis for anatomy,
physiology, calculus, algebra and U.S. History. They are also expanding the coding curriculum at AMS in order to build a strong foundation for the STEM programs. They have also added 2 teaching positions for the STEM program in grades K-5.

Ms. Mason stated that facility upgrades include the new gym at AMS, a roof replacement, new parking lot, and bleacher enclosures at the AHS football stadium. This will be a safety and storage upgrade.

Ms. Mason stated that in addition to the 2 new elementary teaching positions for the STEM program, 2 intervention teaching positions, a computer technical position, and a part time TV engineer for the TV studio were also included. They are currently working on 24-hour programming for their television channel, and are interested in working with the Town of Arlington to televise the Board meetings.

Ms. Mason gave an overview of revenue, expenses, and capital projects. A full report is on file at Town Hall.

Mayor Wissman called for a motion to approve.

Main Motion: Alderman McKee made a motion to approve Resolution 2018-29 Alderman Biggs seconded the motion.

Mayor Wissman called for discussion or questions.

Alderman Biggs inquired about the responsibilities of an intervention teacher. Ms. Mason explained that they are teachers for students that have been identified with skill deficits, to provide more 1 on 1 instruction.

Alderman Biggs asked how the salaries for ACS teachers compare to salaries for teachers in other districts in our area. Ms. Mason replied that we are comparable. Our average teacher salary last year was $10,500 higher than the state average.

Alderman McKee thanked ACS for changing AMS to the Tigers. It will build community, familiarity and branding. It is good for all of the children, regardless of their school in ACS, to feel like part of the same group. Ms. Mason replied that branding is a large part of their strategic plan.

Mayor Wissman announced that the Town of Arlington has hired a new employee, Jessica Fussell. She has been on board for approximately 3 weeks.

Alderman Pardue asked if there was projected to be more funding allocated to CTE programs in the future. Ms. Mason replied that they are working with the State of TN on a strategic plan for West TN to project what the needs will be for the workforce. As the needs change they will adjust to meet them. They have a few upcoming partnership opportunities as well.
Catherine Durant, Town Administrator commented that the nursing program and EMT program were a great asset. Ms. Mason thanked Chief Harvill for coming over to work with the students in the EMT program.

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

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

**E. Resolution 2018-30 to authorize Mike Wissman, in his capacity as Mayor of the Town of Arlington, Tennessee, to enter into a Lease with Apple Inc. for Computer Equipment and Services.**

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer. Ms. Owens stated that this agreement was similar to the agreement signed in 2015. It is to purchase 300 new MacBook Air laptops through Apple to be used in the schools.

Ms. Owens stated that staff recommends approval.

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman Harmon made a motion to approve Resolution 2018-30. Alderman Brooks seconded the motion.

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

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

**F. Resolution 2018-31 to enter into a Memorandum of Understanding with the Arlington Community Schools Board of Education for the Lease of Apple Computer Equipment and Services.**

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer. Ms. Owens stated that this MOU is between the Town and ACS. The Town has to take out the debt, but this MOU is an agreement that ACS will pay for the debt.

Ms. Owens stated that staff recommends approval.

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman McKee made a motion to approve Resolution 2018-31. Alderman Brooks seconded the motion.

Mayor Wissman called for discussion or questions. Hearing no further discussion, Mayor Wissman called for a vote on the main motion.
Vote on Main Motion: The motion carried unanimously.

G. **Resolution 2018-32 to remove uncollectible taxes from the Town of Arlington’s Certified Rolls.**

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer. Ms. Owens stated that this is a request from Shelby County Trustee to remove uncollectible taxes from the tax rolls. It is made up of approximately 4 different businesses, with a total amount of $1,340.10.

Ms. Owens stated that staff recommends approval.

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman Pardue made a motion to approve Resolution 2018-32. Alderman Biggs seconded the motion.

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

Vote on Main Motion: The motion carried unanimously.

H. **Resolution 2018-33 to authorize Mike Wissman, in his capacity as Mayor of the Town of Arlington, Tennessee, to enter into an agreement with Powers Hill Design (PHD), for professional services related to the Lillian Bend Sewer Outfall.**

Mayor Wissman recognized Terry Perkins, Director of Public Works. Mr. Perkins stated that this resolution was to enter into an agreement with Powers Hill Design for professional services to design the conversion of the Lillian Bend Sewer Outfall from the existing lift station to gravity flow to the Wastewater Treatment Plant. The conversion is necessary due to the poor condition of the sewer lift station as well as freeing up capacity in the sewer line.

Mr. Perkins stated that staff recommends approval.

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2018-33. Alderman McKee seconded the motion.

Mayor Wissman called for discussion or questions.

Steve Hill of Powers Hill Design referenced the previous sewer project in Summer Meadows, when they were required to go into the homeowners’ backyards. He stated that this project will be similar for approximately 4-5 homeowners in Arlington Downs, but it is necessary to convert from a pump station and to get the capacity that is needed.
Hearing no further discussion, Mayor Wissman called for a vote on the main motion.

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

I. **Resolution 2018-34 to authorize Mike Wissman, in his capacity as Mayor of the Town of Arlington, Tennessee, to execute a contract for Sale of Real Estate to purchase 2.05 acres on Airline Road known as Parcel Number A01521000004 on the Northwest corner of Airline Road and Donelson Road.**

Mayor Wissman recognized Catherine Durant, Town Administrator. Ms. Durant stated that since Chief Harvill was hired, he was tasked with putting together a feasibility study on acquiring a 2nd fire company or a 2nd fire station. While Chief Harvill has been compiling the study, Town staff has been looking for a location for a 2nd station. When Chief Harvill provided information on the ideal location for the station, the Town narrowed their search for a property. They looked at several different parcels. This parcel on the Northwest corner of Donelson and Airline became available. Powers Hill Design has looked at the property and what would be needed to make it feasible. It is currently on the market for $65,000 but the owner has offered it to the Town of Arlington for $63,000. Staff views it as very advantageous to acquire the property at this time. Chief Harvill’s report will come before the Board to be reviewed in a work session setting as it is very detailed.

Ms. Durant stated that staff recommends approval.

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman Brooks made a motion to approve Resolution 2018-34. Alderman Harmon seconded the motion.

Mayor Wissman called for discussion or questions.

Alderman Biggs stated that this parcel seems to have easy access to I40. Chief Harvill replied that they will also have access to 385 from Donelson Farms Parkway.

Alderman Pardue asked if there was any concern with being close to a residential area. Ms. Durant replied that fire stations are typically welcomed in residential areas, as they will have quick and easy access to fire services. This property is also not in a heavily dense residential area and will be built long before any other residential neighborhoods are established.

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

**Vote on Main Motion:** The motion carried unanimously.
J. Resolution 2018-35 to authorize the transfer of monies not spent as of June 30, 2018, budgeted for purchase of communication system for Fire Department to a Liability line item in order to restrict the funds for the project to be completed in Fiscal Year 2018-2019.

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer. Ms. Owens stated that there was $150,000 in the 2017-2018 budget for the radios, and there have been bids with Shelby County but they have put it off until their next fiscal year, requiring us to do the same. This is a request to restrict the funds to the reserves until July, when there would be another resolution to pull it out of reserves to be included in the 2018-2019 budget.

Ms. Owens stated that staff recommends approval.

Mayor Wissman called for a motion to approve.

Main Motion: Alderman Biggs made a motion to approve Resolution 2018-35. Alderman Pardue seconded the motion.

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

Vote on Main Motion: The motion carried unanimously.

K. Resolution 2018-36 to authorize the Town of Arlington to enter into an Agreement with National Purchase Partners in Government.

Mayor Wissman recognized Brittney Owens, Town Recorder/Treasurer. Ms. Owens stated that National Purchase Partners specializes in fire and law enforcement and is similar to NJPA that is used for Public Works and Parks but would allow access to some goods and services that NJPA does not. They are recognized as meeting the Municipal Purchasing Act of 1983.

Ms. Owens stated that staff recommends approval.

Mayor Wissman called for a motion to approve.

Main Motion: Alderman McKee made a motion to approve Resolution 2018-36. Alderman Pardue seconded the motion.

Mayor Wissman called for discussion or questions.

Alderman Brooks asked if this would allow them to purchase goods and services at a group rate. Ms. Owens replied that they will also handle the bidding process as well.

Hearing 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 to approve.

Main Motion: Alderman Pardue made a motion to approve the bills for payment. Alderman Brooks seconded the motion.

Mayor Wissman called for a vote on the main motion.

Vote on Main Motion: The motion carried unanimously.

XI. Adjournment:

Main Motion: Alderman Harmon made a motion to adjourn. Alderman Biggs seconded the motion.

Meeting Adjourned.