Town of Arlington
5854 Airline Road, Arlington TN 38002
Board of Mayor and Aldermen
October 7, 2019
6:30 P.M.

MEETING MINUTES

I. Call to Order and Roll Call.

<table>
<thead>
<tr>
<th>Present</th>
<th>Others Present</th>
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<tr>
<td>Mike Wissman, Mayor</td>
<td>Catherine Durant, Town Administrator</td>
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<td>Larry Harmon, Alderman</td>
<td>Gerald Lawson, Town Attorney</td>
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<td>Jeff McKee, Alderman</td>
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<td>Harry McKee, Vice Mayor</td>
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<td>Jeremy Biggs, Alderman</td>
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<td>Russell Wiseman, Alderman</td>
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<td>Oscar Brooks, Alderman-</td>
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<td>EXCUSED</td>
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Mayor Wissman called the meeting to order and advised that a quorum was established.

II. Opening Prayer.

Opening prayer was led by Harry McKee, Vice Mayor

III. Pledge to the Flag.

The Pledge of Allegiance was led by Tom Leatherwood, TN State Representative

IV. Approval of the minutes from September 3, 2019

**Motion:** Vice Mayor McKee made a motion to approve the minutes from September 3, 2019. Alderman McKee seconded the motion

The motion carried unanimously.

V. Grievances and Comments from Citizens:

Jerald Turner; 6173 Ewing. Mr. Turner addressed the Board on current events not town related.
VI. Communication from the Mayor.

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

Mayor Wissman recognized Deputy Mercer from the sheriff’s office. Deputy Mercer states that this past month there were more thefts from vehicles. Deputy Mercer noted that all the vehicles broken into were unlocked and advised that citizens should be more alert on locking their cars. Full report is on file.

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

Mayor Wissman recognized James Harvill, Fire Chief. Chief Harvill stated that there was a total of 60 responses, with 32 EMS responses and 28 Fire responses. There were 7 calls south of I-40 and 7 calls on I-40.

Chief Harvill noted the department responded to aid of a grass fire on I-40 where a Shelby County fire truck was struck by a Fayette County fire truck. There were no injuries. Chief Harvill also stated that the new Truck 71 had arrived and was currently having tools mounted. There will be a Push-In ceremony on October 30th at 5:30pm. All three shifts have completed aerial and pump training on the new fire truck. The first three rounds of SAFER were announced without Arlington on the list as an awardee. Lastly job openings for Firefighter and Firefighter/Paramedic have been posted to the website and FaceBook pages along with several other news outlets.

Chief Harvill briefed Alderman Wiseman on what the SAFER grant was due to him being newly elected.

C. Other as properly presented.

1. Mayor Wissman introduced Russell Wiseman, Alderman.
2. Elections are complete and wrapped up.
3. Tonia Howell with the Arlington Chamber of Commerce noted that the monthly luncheon will be held on Tuesday October 8th at 11:30. Guest Speaker is Eric Miller who is with the Greater Memphis Chamber.
4. Annual BBQ festival will be held on October 18th and 19th.
5. Arlington Schools will be going on fall break October 12-17th.
6. Arlington Tennis complex is now open. There was a ribbon cutting done.
7. Next month there will be vacancies on committees for those seats that will be expiring. The Board will appoint the Planning Commission board member as well.
8. Chem-Tainer Industries and staff have been working on a plan to help visually
   cleanup their surroundings. With the help of staff, they have been able to develop a
   plan to plant Evergreen trees in front of the chain link fence. There will be added
   landscaping done in pockets of the property to give it a more softening look. They
   will also repave the parking lot as well as ripping out some of the parking lot and
   replacing it with grass.
9. Airline Widening project is out for bids. The bid meeting will be held on October
   29th.
10. Mayor Wissman announced that Halloween will be held on October 31st.
11. Vice Mayor McKee stated that the Kiwanis club is having a pancake dinner at
    Arlington Elementary on October 22nd from 5-7 pm.

VII. Committee Reports

Mayor Wissman noted the Planning Commission, Health and Safety Committee,
Parks and Recreation Advisory Board, and Design and Review Committee, met
during the month of September.

The Treasurer’s report for the month of September and the financial reports had been
given to the Board. Treasurer report for the month of September was read aloud by
Mayor Wissman for recording purposes. Full report is on file at Town Hall.

VIII. Old Business

Others as presented properly

No old business was brought forward

X. New Business

A. First reading of Ordinance 2019-10 to amend the Town of Arlington Zoning
   Map by rezoning two lots totaling roughly 2.87 acres of property located on the
   east side of Airline Road, south of Hayes road from E: Estate Residential to
   SC: Shopping Center Commercial.

Mayor Wissman recognized Angela Reeder, Town Planner. Mrs. Reeder stated
this is the first reading and there will be no Public Hearing until second reading.
The site in question is about 2.875 acres on the east side of Airline Road, south of
Hayes Road. The property consists of 2 parcels zoned E: Estate Residential. The
proposal is to rezone the site to SC: Shopping Center Commercial. Currently both
parcels each have a single-family home on them. The applicant states they have no
immediate plans for development but would most likely convert the home on
Airline to an office use if needed. Applicant understands conversion would require
that the buildings meet all Town requirements for site and design. In this request review, the Planning Commission found that the amendment agrees with the general plan for the area; it is consistent. The request has been determined that the legal purpose for which zoning exists are not contravened. It was also determined that there will be no adverse effect upon adjoining property owners and that no property owner will benefit materially from the change to the detriment for the general public. One Public Hearing was held at the Planning Commission meeting in August, if approved the item will come back before the Board with a 2nd reading and Public Hearing. Mrs. Reeder noted that the applicant was on site for any questions. The full presentation is on file at Town Hall.

Mayor Wissman reannotated that this is the first reading and there will be another reading plus a Public Hearing.

Mayor Wissman called for a motion.

**Main Motion:** Alderman McKeel made a motion to approve Resolution 2019-10. Alderman Biggs seconded the motion.

Mayor Wissman called for discussion or questions.

Vice Mayor McKeel asked the applicant to come up and speak on the item.

Bill Powell; 12091 Preserve Woods Lane, noted that he lives right around the corner from the property. Mr. Powell converted the Grisham building into Arlington Climate Control, so he is familiar with the process of getting approval from the Board and staff. One of the parcels was under contract in the beginning of this venture but they also needed to get the parcel next to it. Both parcels are now under contract with conceptual plans that will involve a place for a State Farm agency. They do not have any intention to use the buildings on the property but have told the owners that they have six months to vacate. They have a right to live there long enough to remove their things. There is no intention of doing anything except a class “A” facility.

Vice Mayor McKeel asked if the existing home(s) will be there after the six months or be a part of the plan moving forward.

Mr. Powell stated after the six-month term neither of the houses will be there. They are going to have to stabilize the ground because there are high and low areas. This development will enhance the surrounding properties so that those landowners don’t lose anything by this project.

Vice Mayor McKeel again stated that there will be another reading and public hearing, and for himself he has many questions but will address it with staff. He wanted to make it clear that he needed more information prior to the public hearing.
to determine a vote at the second reading. Vice Mayor McKee also wanted to know if Mr. Powell had any kind of plans drawn up. Mr. Powell responded until they know what they can do with the parcels there are no plans. Vice Mayor McKee also stated that the applicant understood that this was right across from Arlington High School and Mr. Powell is aware.

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

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

**B. Resolution 2019-52 to amend the Arlington Community Schools Board of Education 2019-2020 Operating Budget.**

Mayor Wissman recognized Catherine Durant, Town Administrator. Mrs. Durant stated this is the second set of budget amendments. Details have been given to the Board.

Mayor Wissman said when the schools come to the Board with a budget amendment it is either approved or denied they don’t have the ability to change anything that is presented.

Mayor Wissman called for a motion to approve.

**Main Motion:** Alderman Harmon made a motion to approve Resolution 2019-52. Alderman Biggs seconded the motion.

Mayor Wissman called for discussion and questions.

Vice Mayor asked that superintendent Tammy Mason with Arlington Community Schools to come forward for questions. He stated that is unusual that the school does a budget amendment. Vice Mayor McKee was at the school board meeting in which this item was discussed but would like Mrs. Mason to explain what the amendment was for and why.

Mrs. Mason stated initially the school board approved a 2% raise for all employees across the board, but the board has now decided to include step raises for employee that are eligible. Out of 468 employees 202 employees qualify for this raise. Mayor Wissman stated that this puts the board in a bad spot because they talk about recurring and capital expenses that must be considered when approving the budgets and if something isn’t added in it is pulled out of reserves.

Mrs. Mason stated this amendment is being funded through the FUND balance but going forward it will be taken from the general account. The school board felt it was necessary to support the teachers and by doing so the raises were due. She
noted that teachers in Arlington are the 4th highest paid in the state. Mrs. Mason also noted that this has been the 3rd year in a row that teachers have been paid step and cost of living raises. The cost of living raises happens for every employee every year, but step raises are for only about 40% of the employees. Vice Mayor wanted to clarify that going forward step raises will be included every year or just this budget year? Mrs. Mason stated that it will be up to the board year to year whether they are going to include it in the budget.

Mayor Wissman said the major concern is where money was being pulled out of to support the amendments and that the Board needed to understand as well as the school board going forward. Mrs. Mason said there was some confusion with the school board as to what was being proposed and what was voted on, going forward the school board will look more closely at recommendations that will include step raises and/or cost of living for budgets.

Full report can be found on file at Town Hall.

Hearing no further discussion on the condition the Mayor called for a vote on the condition.

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

**C. Resolution 2019-53 to issue a Special Event Permit for the 24th Annual Arlington BBQ Fall Festival.**

Mayor Wissman recognized Jessica Fussell, Human Resource Department. Mrs. Fussell briefed the Board about the upcoming BBQ Fall Festival. A copy of the application for the permit is present before them. Mrs. Fussell explained that she has been in contact with Brian Thompson who is running the event. She has been briefed that Mr. Thompson has gotten with the Arlington Fire Department to outline guidelines for safety and inspections. The Parks department will be providing all necessary trash cans. Waste Water has also put together an information guide that will advise each tent on how to dispose of their grease. Staff recommends approval.

Mayor Wissman called for a motion.

**Main Motion:** Vice Mayor McKee made a motion to approve Resolution 2019-53. Alderman Biggs seconded the motion.

Hearing no further comments, Mayor Wissman called for a vote.

**Vote on Main Motion as Amended:** Vote carried unanimously.
XI. Approval of the bills for payment

Mayor Wissman called for a motion to approve.

**Main Motion:** Vice Mayor McKee made a motion to approve the bills for payment. Alderman Biggs seconded the motion.

Mayor Wissman called for a vote on the main motion.

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

XII. Adjournment:

**Main Motion:** Vice Mayor McKee made a motion to adjourn. Alderman Harmon seconded the motion.

Meeting Adjourned.

Mike Wissman, Mayor

Brittney Owens, Recorder

Date: 11/4/19