

**MINUTES  
BOARD OF COMMISSIONERS OF  
THE CITY OF BELLE MEADE  
JULY 19, 2017**

**Call to Order**

The meeting was called to order by James Hunt, Mayor, at 4:00pm.

**Commissioners present**

James Hunt, Mayor                      Bob Weigel                      Cathy Altenbern  
Boyd Bogle                                  Gray Thornburg

**City staff members present**

Beth Reardon, City Manager/Treasurer                      Tim Eads, Police Chief  
Aspen Collins, Finance Director                                  Lyle Patterson, Building Official  
Larry Smith, Public Works Director                              Kemishia Sadler, City Recorder  
Doug Berry, City Attorney

**I. Pledge of Allegiance - led by Mayor Hunt****II. Public Hearing -**

Mrs. Patsy Harvey of 219 Jackson Blvd was in attendance to discuss the ongoing speed issues on the portion of Jackson Blvd between Belle Meade Blvd. and Harding Road. She stated concerns that once the traffic monitor was moved from the street, motorists coming through the area started to speed again. Mrs. Harvey and the neighbors agree that a stop sign at Deer Park Circle may be a long term solution. Mayor Hunt suggested that more officer presence may help deter people from speeding. Commissioner Bogle suggested a permanent flashing light as a visual reminder or semi-permanent traffic linear posts in the middle of the street to persuade motorists to slow down. The commissioners stated they will continue to discuss more options.

**III. Minutes -**

Regular Meeting held June 21, 2017

**Motion to approve:** Altenbern                      Second: Bogle                      Vote: All aye.

Special Meeting held July 7, 2017

**Motion to approve:** Thornburg                      Second: Bogle                      Vote: All aye.

**IV. Public Works -** Reports submitted by L. Smith reviewed. Mayor Hunt stated some of the American flags displayed on the Boulevard were looking worn and dirty and may need replacement. An inspection will be done when the flags are put up again for Veterans Day.

**V. City Services****A. Public Safety -** Reports submitted by T. Eads reviewed.

<u>262</u> Traffic citations	<u>6</u> Traffic crashes	<u>43</u> Alarm calls
<u>1</u> Burglaries	<u>14</u> Incident reports	<u>0</u> Theft reports
Arrests <u>11</u>		

Chief Eads presented the results from the recent speed monitoring survey on Jackson Blvd., detailing the volume of cars and speed ranges. Referring to the concerns stated by Mrs. Harvey during the public hearing, Mayor Hunt suggested increased enforcement, and possibly installing a permanent flashing speed warning sign. He also asked Chief to conduct another survey after school begins in August.

**B. Health and Sanitation** - Reports submitted by L. Smith reviewed.

**C. Zoning/Planning** - Reports submitted by L. Patterson reviewed.

20 Permits issued \*\* \$4,225,502.00 Estimated construction cost  
6 Permits closed \*\* 2 Grading/soil permits issued \*\* 1 Closed  
0 Stormwater complaints filed

Lyle distributed a report for the six months ending June 30<sup>th</sup> comparing 2017 to 2016 for building permits issued, total value and total fees collected. Although three fewer permits were issued in 2017 (96 vs 99), the 2017 permit value was over \$11 million greater and fees collected were more than \$19 thousand more than last year.

**2. Appoint Members to MPC:**

Johnny Phipps and Clay Bright are to be reappointed to the Municipal Planning Commission for 3-year terms effective July 1, 2017.

Kristin Taylor (to replace Alice Mathews) and Jeannette Whitson (to replace Gloria Sternberg) are to be appointed the Municipal Planning Commission for 3-year terms effective July 1, 2017.

Motion to approve: Bogle Second: Weigel Vote: All aye.

**D. Waste Collections** - No Matters

**E. Beautification/Landscape - Update on Tree Grant for Page Road Lot**  
 B. Reardon stated there were no updates on the status on the application submitted for the tree grant. She anticipates that the City will receive notification within the next two weeks.

**F. City Communications** - No Matters

**VI. Administration -**

**A. Finance**

1. **Financial Stmts** - Reports submitted by A. Collins reviewed.
2. **Investment Schedules** - Reports submitted by A. Collins reviewed.
3. **Approval of invoices over \$5,000 -**

-TML Pool - \$10,425.00 (Insurance)	-TML Pool - \$29,288.00 (Workers Comp)
-TML Pool - \$53,164.00 (Insurance)	-Martin and Zerfoss - \$5,000.00
-Local Government - \$22,063.00	-J.R. & Associates - \$12,760.00
-Commonwealth Chemical - \$22,680.00	

Motion to approve: Weigel Second: Thornburg Vote: All aye.

**4. Request to Declare Surplus Property- Copy Machine**

The MPC 3300 Rico Aficio Copier needs to be declared surplus property in preparation for disposition upon arrival of the replacement.

Motion to approve: Altenbern Second: Weigel Vote: All aye.

**5. Consideration of Copier Lease Agreement**

The current contract had an initial purchase price of \$7867 and an average monthly maintenance cost of \$236. The budget for replacement of the copier is \$2,700, which covers the annual lease payments and maintenance agreement. The City requested quotes for the lease purchase of a copier and a maintenance agreement that provides service and supplies. Three (3) companies provided quotes as follows:

Company	Machine	Lease w/service	Cost (black)	Cost (color)
Novacopy	C258 Konica Minolta	\$202	\$0.0097	\$0.0690
MBM Business Solutions	MPC 3504 Ricoh Savin	\$223	\$0.0100	\$0.0600
RJ Young	Canon C3530i	\$258	\$0.0095	\$0.0590

After meeting with representatives from all three companies, the City Manager and Finance Directed recommend the Konica Minolta from Novacopy.

Motion to approve: Bogle Second: Altenbern Vote: All aye.

**B. Facilities - No Matters**

**C. Personnel-** City Manager Reardon updated the Commissioners on the search to fill the position of City Recorder. She stated many applications were submitted online, and to date, five applicants appeared to have good qualifications. Reardon stated she would see if any more were received in the next week before she set up interviews. Reardon also took a moment to recognize the dedication and hard work of the outgoing Recorder, Kemishia Sadler, who will be missed by all of her fellow employees.

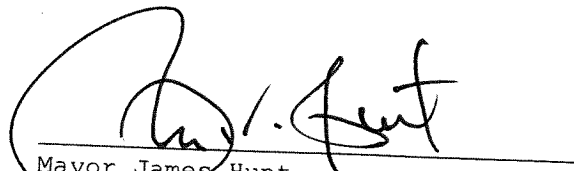
**VII. Legislation -**

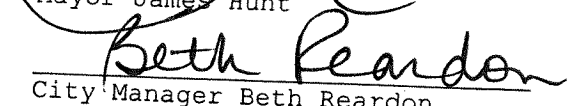
**1. Resolution 2017-010, Honoring City Attorney Robert S. Patterson**

Motion to defer: Altenbern Second: Weigel Vote: All aye.

**VIII. Other matters - No Matters**

Meeting adjourned.

  
 \_\_\_\_\_  
 Mayor James Hunt

  
 \_\_\_\_\_  
 City Manager Beth Reardon