

**MINUTES  
BOARD OF COMMISSIONERS OF  
THE CITY OF BELLE MEADE  
JUNE 20, 2018**

**Call to Order**

The meeting was called to order by James Hunt, Mayor, at 4:05pm.

**Commissioners present**

James Hunt, Mayor	Cathy Altenbern	Blair Wilson
Gray Thornburg	Bob Weigel	

**City staff members present**

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

I. **Pledge of Allegiance** - led by Mayor Hunt

II. **Public Hearing** - No one present

III. **Minutes** -

Regular Meeting held May 16, 2018

**Motion to approve:** Wilson      Second: Weigel      Vote: All aye

IV. **Public Works** - Reports submitted by L. Smith reviewed.

**2. Estimates for Repairs to Stone Wall on Harding Road**

<u>CONTRACTOR</u>	<u>BID AMOUNT</u>
Anthony Thompson Masonry	\$3,000.00
Maysunart- Richard Stein	\$3,250.00
PC Masonry- Harry Peffen	\$3,850.00
Bartlett Stone- George Bartlett	\$5,184.00

PW Director Larry Smith recommends the approval of the estimate from Anthony Thompson Masonry for \$3,000.00.

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

**3. Change Order to Contract with Smith Landscaping & Excavating, Inc.**

These two Change Orders will change the original contract price for this Stormwater Infrastructure Improvement from \$55,550.00 to \$71,705.50. C.O.#1 is for removal of excess rock (700 Belle Meade Blvd) at a cost of \$7,705.50 and C.O.#2 is for a small Stormwater project (501-503 Lynwood Blvd) at a cost of \$8,500.00. Change orders will not exceed budget limits in Street Maintenance and Creek Cleaning.

**Motion to Approve C.O.s 1 & 2:** Altenbern      Second: Thornburg      Vote: All aye

**4. Reimburse Belle Meade Country Club for Landscaping Repairs**

Belle Meade Country Club is requesting fill dirt be graded properly for ease of mowing and Bermuda sod be planted along the sidewalk in the overflow lot at Harding Place and Belle Meade Blvd. The price for sod purchase and installation by the contractor is \$3,500.00 and \$1,400.00 if BMCC purchases the sod. BMCC offered to install and water the new sod if the City will reimburse the sod cost.

**Motion to Approve \$1,400.00 cost:** Weigel      Second: Thornburg      Vote: All aye

**5. Change Order to Harding Place Sidewalk Contract**

Change Order #2 includes: four additional driveways to cut and install sidewalk due to poor condition and ADA issues, two stormwater issues to be resolved, and removal of three stone columns/piers that are in the path of the sidewalk. Total cost of C.O. is \$12,198.00.

**Motion to Approve all items:** Weigel      Second: Thornburg      Vote: All aye

**V. City Services**

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

<u>284</u> Traffic citations	<u>17</u> Traffic crashes	<u>52</u> Alarm calls
<u>2</u> Burglaries	<u>19</u> Incident reports	<u>1</u> Theft reports
Arrests <u>6</u>		

**2. Request to Approve Change in Vendor for VSS Connectivity**

The request is to change wireless carriers from AT&T First Net to Verizon for the same price of \$34.00 a month.

**Motion to Approve:** Thornburg      Second: Altenbern      Vote: All aye

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

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

<u>15</u> Permits issued **	<u>\$5,220,805.00</u> Estimated construction cost	
<u>5</u> Permits closed **	<u>1</u> Grading/soil permits issued **	<u>10</u> Closed
<u>0</u> Stormwater complaints filed		

**2. Appointment to BZA as alternate - Jeanette Whitson**

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

**3. Appointment to BZA as alternate- Johnny Phipps**

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

**4. Appointment of Chris Tardio to MPC**

**Motion to approve:** Altenbern      Second: Wilson      Vote: All aye

5. Reappointment of Jim Hastings to MPC

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

6. Application of Activity Permit- Belle Meade Plantation

Alton Kelley, Executive Director, presented the Activity Report for 2018-2019. He reported no new activities or special events added for this year and attendance is at record level. They are in planning stages for turning the Stables Hay Loft into an educational space.

Motion to Approve: Thornburg Second: Altenbern Vote: All aye

7. Appointment of Karen Rich to MPC

Motion to Approve: Altenbern Second: Wilson Vote: All aye

D. Waste Collections

1. Notification of Increase of Contract with Franklin Disposal

PW Director Larry Smith and City Manager Beth Reardon recommend an increase to Franklin Disposal's contract of \$1,000.00/month to cover the increase in cost from the City of Franklin Transfer Station's tipping fees. They have increased from \$45 to \$55 per ton. We are averaging 100 tons of waste each month. The contract allows for adjustments to contract pricing when it is based on actual costs incurred by the contractor.

Motion to Approve: Thornburg Second: Altenbern Vote: All Aye

E. Beautification/Landscape- No Matters

F. City Communications - No Matters

VI. Administration -

A. Finance

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

• CEC, Inc.	\$6,817.47
• Commonwealth Chemical Inc.	\$6,720.00
• Smith Landscaping	\$35,500.00
• The Parke Company	\$10,065.00
• Wascon, Inc	\$ 6,069.00
• State of TN, Transportation	\$47,076.00

Motion to approve: Altenbern Second: Wilson Vote: All aye

B. Facilities -

1. Request to Purchase Door Access System for City Hall

Current door access system (2 interior, 1 exterior) is not commercial-grade and frequently needs repairs. Changing the access codes is time-consuming.

Prices for new commercial-grade systems:

<u>VENDOR</u>	<u>PRICE, INSTALLED</u>
Duncan Security- Biometric Access System	\$11,310.00
Duncan Security- Prox Reader - cards or fobs	\$ 9,578.00
TN Premier Locksmith - Card Reader	\$ 6,100.00
ADS Security - Card Reader, plus \$472 annual fee	\$ 5,620.00

City Manager Beth Reardon recommends the purchase of Duncan Security Prox Reader with fobs for \$9,578.00. This will allow the City to update fobs for new employees and make administrative changes on our own server.

**Motion to Approve as recommended:** Thornburg Second: Altenbern Vote: All Aye

2. Beth Reardon reminded all of the Early Voting dates of July 19- July 28, Election Day Thursday, August 2nd. We will need to move the location of the July Board meeting.

C. **Personnel - No Matters**

VII. **Legislation -**

1. **Ordinance 2018-2, Budget Appropriations for Fiscal Year 2018-2019, on Second Reading.**

**Motion to approve:** Thornburg Second: Wilson Vote: All aye

2. **Ordinance 2018-3, Fix Tax Rate for Fiscal Year 2018-2019, on Second Reading.**

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

3. **Ordinance 2018-5, Amend Certain Sections of Title 14, Chapter 2 of the Belle Meade Zoning to Clarify the Jurisdiction and Powers of the Board of Zoning Appeals, on First Reading.**

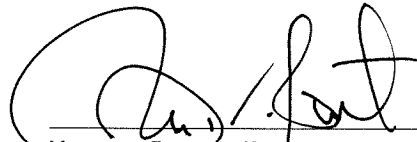
**No Motion Needed, still under deferral**

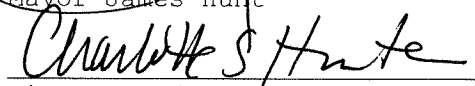
4. **Resolution, 2018-03, Amending Ordinance 2017-3, Budget Appropriations for Fiscal Year 2017-2018.**

**Motion to Approve:** Altenbern Second: Wilson Vote: All aye

VIII. **Other Matters - No Matters**

Meeting adjourned at 5:30pm

  
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Mayor James Hunt

  
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City Recorder Charlotte Hunter