

**Minutes
Board of Commissioners
Of the City of Belle Meade
September 16, 2020**

Call to order

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

Commissioners present by "Zoom" software platform

James Hunt, Mayor Louise Bryan, Vice Mayor Cathy Altenbern
Rusty Moore Bob Weigel

City Staff Members Present

Beth Reardon, City Manager Tim Eads, Police Chief
Lyle Patterson, Assistant City Manager and Building Official
Doug Berry, City Attorney Leigh Mills, Finance and HR Director
Larry Smith, Public Works Director Edie Glaser, City Recorder

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

II. **Public Comments** - NONE

III. **Minutes** - regular scheduled meeting held August 19, 2020

Motion to approve: Altenbern **Second:** Bryan **Vote:** All Aye

Minutes - special meeting held September 3, 2020

Motion to approve: Moore **Second:** Weigel **Vote:** All Aye

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

 2. **Annual MS4 Report** - Steve Casey, P. E., stated the Annual MS4 report will be submitted to the State of Tennessee by September 30, 2020. Included in the report were 7 construction enforcement cases and 8 illicit discharge enforcement cases. Per Casey the City has been busy enforcing the Stormwater Ordinance. Permit compliance is going well.

 3. **Consideration of Bids for Snow and Ice Removal Contract** -
On September 8, 2020 City Manager Beth Reardon and Public Works Director Larry Smith held a public bid opening for the Snow and Ice Removal Contracts. Five contractors were notified of the bid specifications, but only one bid was submitted by Sammie Gibbs Construction. This contractor has had the Snow and Ice Removal Contract with the City since 2008. The contract is for two years and requires the vendor to maintain a supply of road salt for immediate availability. Bid prices for equipment, labor and materials are on file with the City of Belle Meade Public Works Department. The bid submitted was for the same pricing as the current contract.
Reardon and Smith recommend Sammie Gibbs Construction be awarded the Snow and Ice Removal Contract.

Motion to approve Sammie Gibbs Construction for the Snow and Ice Removal Contract: Weigel **Second:** Moore **Vote:** All Aye

 4. **Consideration of Bids for Street Sweeping Contract** -

On September 8, 2020 The City held a public bid opening for the 2020-2022 Street Sweeping Contract. Six contractors were notified of the bid specifications and three submitted bids.

Roadrunner Sweeping	Annual Price \$18,240.00 (\$1,520.00 month)	Hourly Rate \$125.00
Sweeping Corp of America DISQUALIFIED	Annual Price \$22,951.68 (\$1,912.64 month)	Hourly Rate \$175.00
Clean Earth Collections	Annual Price \$23,412.00 (\$1,951.00 month)	Hourly Rate \$175.00

City Manager Beth Reardon and Public Works Director Larry Smith recommend the contract be awarded to Roadrunner Sweeping. They are a new vendor for the City of Belle Meade and come highly recommended. Director Smith inspected one of the Company trucks that will be used for the work. It met the contract specifications.

Motion to approve Roadrunner Sweeping for the Street Sweeping Contract:
Moore **Second: Altenbern** **Vote: All Aye**

V. City Services

A. Public Safety - Reports submitted by Chief T. Eads reviewed.
Statistics Summary August 2020

<u>224</u> Citations Issued	<u>4</u> Traffic Crashes	<u>34</u> Alarms
<u>0</u> Burglary	<u>1</u> Theft of Property	<u>7</u> Arrests

License Plate Removal (LPR) Report
7 - Stolen Vehicles 3 - Stolen Tags

B. Health and Sanitation - Reports submitted by Nathan McVay reviewed

2. Consideration of Proposal for Sewer System Rate Study

Rate Studies, Buddy Petty, P. E., has proposed a fee of \$5000.00 to prepare the 2021 Belle Meade Sewer System Rate Study, five year capital improvement plan and rate comparisons with other local utilities. If accepted work will start after approval of the City's 2020 annual audit.

Motion to approve Rate Studies for the Sewer System Rate Study: Weigel
Second: Moore **Vote: All Aye**

C. Building/Zoning/Planning

1. Monthly Reports submitted by Assistant City Manager and Building Official Lyle Patterson reviewed.

5 Permits Issued \$2,400,000.00 estimated construction cost
1 Permit Closed
0 Grading /Soil/Disturbance Permits
0 Closed
0 Stormwater Complaints Filed

2. Appointment of Nina Davidson to Municipal Planning Commission

Motion to approve Nina Davidson to MPC: Bryan **Second: Weigel**
Vote: All Aye

3. Appointment of Charlie Thornburg to the Board of Building Codes Appeals (BBCA)

Motion to DEFER Charlie Thornburg to the Board of Building and Codes Appeals:
Altenbern Second: Weigel Vote: All Aye

4. Re-appointment of Clay Bright and Johnny Phipps to Board of Building and Codes Appeals (BBCA)

Motion to approve to re-appoint Clay Bright and Johnny Phipps to the Board of Building and Codes Appeals: Altenbern Second: Bryan Vote: All Aye

D. Waste Collection - NO MATTERS

E. Beautification/Landscape - Monthly report by Laura Katherine Wood. Donations are down twenty percent from this time last year. The Beautification Committee has formed a Legacy Plan to work in conjunction with the Cities Master Plan. Legacy Plan Committee members will meet every other month.

The Beautification Committee will be adding some Fall plantings and urns in front of City Hall next month. We are continuing to submit our Ask a Gardner column in the City Newsletter.

2. Consideration of Estimates for 140 Evergreen Holiday Wreaths

1. Boy Scouts of America	Total Bid Price:	\$3,500.00
2. Maine Holiday Wreaths.com	Total Bid Price:	\$5,873.00
3. LLBean.com	Total Bid Price:	\$7,693.00
4. My Vermont Wreaths.com	Total Bid Price:	\$7,980.00

Motion to approve Boy Scouts of America for Holiday Wreaths: Altenbern
Second: Weigel Vote: All Aye

F. City Communications - NO MATTERS

VI. ADMINISTRATION

A. Finance

1. Financial Statements - August 2020
2. Investment schedules
3. Approval of Invoices over \$5,000
 - Barge Cauthen and Associates \$ 8,595.00
 - Barge Cauthen and Associates \$ 9,294.24
 - J.R. and Associates \$14,326.00
 - J.R. and Associates \$13,572.00
 - J.R. and Associates \$13,572.00
 - Omnigo Software \$ 7,145.08
 - Wascon, Inc. \$19,318.00
 - Wascon, Inc. \$ 5,944.00
 - Wascon, Inc. \$ 5,925.26

Motion to approve invoices over \$5000.00: Weigel Second: Moore
Vote: All Aye

B. Facilities - NO MATTERS

C. Personnel - NO MATTERS

VII. LEGISLATION -

1. Public Hearing - Consideration of Ordinance 2020-04, Second and Final Reading.

No comments were made, and the Public Hearing was closed.

2. Ordinance 2020-04, Amending Section 14-210 (6) and Appendix F of the Belle Meade Zoning Code to Modify Certain Provisions Concerning Reconstruction of Non-Conforming Structures and Change legal Use, on second reading.

Motion to approve: Moore Second: Bryan Vote: All Aye

VIII. Other Matters

1. Early Voting is scheduled October 14-29, 2020 at Belle Meade City Hall

The next Board of Commissioners meeting will be held Wednesday, October 21, 2020 via Zoom.

Meeting adjourned at 4:57pm

Mayor Jim Hunt

City Recorder Edie Glaser