**City of Belle Meade**

**Board of Commissioners Meeting**

**Belle Meade City Hall**

**October 20, 2021**

**Call to order**

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

**Commissioner’s present**

James Hunt, Mayor Rusty Moore, Vice Mayor Louise Bryan

Haley Dale Bob Weigel

**Staff members present**

Beth Reardon, City Manager Charles Williams, Chief of Police

Lyle Patterson, Assistant City Manager and Building Official

Leigh Mills, Director of Finance & HR Larry Smith, Public Works Director

Doug Berry, City Attorney

**I. Pledge of Allegiance** – led by Mayor James Hunt

**II. Public Comments** – None

**III. Minutes** – regular meeting held September 15, 2021

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

**IV. Public Works**

**1. Monthly Reports –** submitted by Director Smith reviewed.

**2. Request to Extend Brush & Chipper Contract**

The current contract with the Parke Company will expire on November 30th. There is an option to renew the contract for two one-year periods and this will be second and final extension. City Manager Reardon reported that the Parke Co. will maintain their current pricing of $12,700 per month for the final one-year period. Public works Director Smith and City Manager Reardon recommend the final extension until Nov. 30, 2022.

**Motion to Approve: Moore Second: Dale Vote: All aye**

**3. Adoption of the *Belle Meade Together* Master Plan**

Commissioner Bryan gave a PowerPoint presentation

**Motion to Adopt: Weigel Second: Moore Vote: All aye**

**V. City Services**

**A. Public Safety**

**1. Monthly Reports** – submitted by Police Chief Williams

**Statistics Summary September 2021**

285 Citations Issued 3 Traffic Crashes 21 Alarms

0 Burglary 2 Theft of Property 6 Arrests

**License Plate Removal (LPR) Report**

7 – Stolen Vehicles 5 – Stolen License Plates

1 – Missing Person 1 – Wanted Person

**2. Request to Purchase Ticket Printers**

Chief Williams reported the City received $37,000 in grants from the Tenn. Highway Safety Office (THSO). $3,100 of the grant was allocated to the purchase of five (5) ticket printers for patrol cars, which enables every officer to have a printer in their patrol vehicle. Chief is recommending purchasing five (5) Zebra ZQ521 Printers from Tyler Technology for a total cost of $3,055.00

**Motion to approve: Moore Second: Bryan Vote: All aye**

**3. Request to Purchase (4) Getac Tablets**

Chief Williams stated that $15,000 of the THSO grant funds were allocated towards the purchase of four (4) Getac tablets, which will allow for every officer to have a tablet in their patrol vehicle. He recommends purchasing from Data Source Mobility which has state contract pricing, therefore eliminating the need for a sealed bid process. The cost of (4) Getac A140 LTE Tablets is $12,252.68 and is fully funded by the THSO grant.

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

**4. Request to Purchase (60) Traffic Cones**

Chief Williams has applied for the James L. Richardson Driver Safety grant sponsored by our insurance carrier, Public Entity Partners. This is a 50/50 matching grant that provides funds to address training needs and safety concerns. Chief would like to purchase the cones to use for annual training in Emergency Vehicle Operations as required by the POST Commission. He recommends purchasing the cones from the following source. Since the City’s share of the final cost will be less than $1,000, it is not necessary to obtain three estimates.

Econo Signs – (60) 36” High Visibility Cones, reflective - $1,758.00

(1) Shipping Cost 235.56

**TOTAL $1,993.56**

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

**5. Officer Recognition – David & Cindy Wilds Exemplary Service Award**

Chief Williams announced that Sgt. David Wright and Officer Tyler Parrish have been nominated to receive the Outstanding Service award for the safe and professional way they handled a stolen vehicle stop on Sept. 25th. The two suspects were in possession of dangerous drugs and one had an outstanding warrant from Metro. When local TV media personnel reviewed the camera footage they commented on how polite the officers were during the stop. This award provides for a $500 payment to each officer from the David and Cindy Wilds Exemplary Service Awards Fund, established in 2020.

**6. Retirement Announcement & New Hire Introduction**

Chief Williams announced that Lieutenant Vince Higgins will be retiring from the City, effective November 1st, after almost 30 years of service. He has served in all positions during his time here: Officer, Corporal, Sergeant, Lieutenant and as interim Chief twice. We wish him the best. He then introduced new officer Haley Dotey, who began her career with the Whitehouse P.D., then became a teacher for about a year before deciding to get back into law enforcement. She comes to us highly recommended and is a great addition to this department.

**7. Formal Acknowledgement of Donors Who Gave Monetary Gifts for the Purchase of Police Equipment.**

Finance Director Leigh Mills reported on contributions made to the Police Department for AEDs and Body Camera equipment.

AEDs – total $10,655.00 Body Cameras – total $19,000.00

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| **2021/2022 Body Camera donations** |
| **Name:**  Goldberg, Max & Alice  Ingram, John R. |
| **2021/2022 AED donations:** |

**Name:**

Dretler, Adam & Julie

Mayor Hunt asked Chief Williams to briefly discuss the signal at Belle Meade Blvd. and Harding Road, specifically whether the current left turn only lane could be changed to a left/right turn to help ease traffic backup, especially when St. George’s pre-school dismisses every day. Chief did not see a problem with changing the turn permissions, other than when a car is wanting to turn left, they must wait for the green light, causing all the cars behind them to wait also. Mayor Hunt asked Public Works Director Smith to call the appropriate people in Metro to see if this reconfiguration of the left turn signal could be done and report back to the commissioners.

**B. Health and Sanitation**

**1. Monthly reports –** submitted by Dylan Hood

**C. Building/Zoning/Planning**

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

10 Permits Issued $981,000.00 estimated construction cost

0 Permits Closed

0 Grading/Soil/Disturbance Permits

0 Stormwater Complaints Filed

2021 permit fee totals compared to same time last year are $70,982.00 more.

**D. Waste Collection**

**1. Request for Price Increase per Contract Stipulations**

Ray Burghard, owner of Franklin Disposal, has requested consideration of an increase to his contract due to the rising cost of fuel. City Manager Reardon prepared a proposed increase based on the current CPI, which is 2.13%, resulting in $511.20 per month extra. The contract term ends in 8 months, on June 30th, so the total expense this fiscal year will be $4,089.60.

**Motion to Approve Increase: Weigel Second: Moore Vote: All aye**

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**E. Beautification/Landscape**

**1.** **Monthly Report -** presented by Laura Katherine Wood.

The Beautification Committee met on Oct. 11, and discussed the median pathway options for demonstration on the Boulevard. The on-site meeting on Oct. 2nd at the medians at the end of Belle Meade Blvd. near the park was productive. Calendar year-to-date Ceres donations total $84,520.00. There is still one opening for a committee member.

**2.** **Request for Approval – *Belle Meade Together* Demonstration Project**

Laura Katherine (LK) reported that median #38, the last one on Belle Meade Blvd. in front of the entrance to Warner Park, was selected as the one to demonstrate the serpentine path down the middle of the median. The Beautification Committee met on Saturday, Oct. 2nd to walk this median and they feel with some landscape amendments, a temporary material to simulate the path and some signage, that this would be a good example to the residents of what could be installed for pedestrian walkability and safety. Louise Bryan asked if the other options shown in the BMT Master Plan would also be demonstrated for the public to view. LK stated this option was the easiest one to demonstrate and remove without disturbing anything. The other options in the Master Plan were a sidewalk on either side of the Boulevard or keeping the existing walking area on either side of the median, with the addition of transitions in the left lanes. Rusty Moore commented that he felt strongly about demonstrating all of the options shown in the Master Plan for the public to see. He suggested tabling this proposal until the next meeting and include as much detail as possible on the scope of the three options and an estimated cost.

**Motion to Defer for One Month: Bryan Second: Weigel Vote: All aye**

**F.** **City Communications** – NO MATTERS

**VI. Administration**

**A.** Finance

**1.** Financial Statements – August 2021 presented by Leigh Mills

**2.** Investment Schedules – reviewed

**3.** Approval of Invoices over $5,000:

Commonwealth Chemical $17,920.00

Kimley Horn $ 6,975.00

Landscape Services Inc. $15,950.00

Planet Technologies $ 6,357.12

Wascon Inc. $ 6,803.96

**Motion to approve invoices: Weigel Second: Bryan Vote: All Aye**

**B. Facilities** – MO MATTERS

**C. Personnel**

**1. Consideration to Approve Development of a Process for the Recruitment and Selection of the Next City Manager**

**Motion to Approve: Hunt Second: Dale Vote: All Aye**

**VII. LEGISLATION - No Matters**

**VIII. Other Matters**

Mayor Hunt reported that former Mayor and commissioner Gray Thornburg notified him of an upcoming town hall meeting at the downtown library on October 26th about the use of LPR cameras in Metro Nashville. The meeting is sponsored by a councilman who is against the use of LPRs, and Gray would like to have a letter from the commissioners in support of LPRs in Nashville. All commissioners supported this, and Mayor Hunt stated he would prepare a letter that could be emailed to Belle Meade residents and encourage them to attend the town hall meeting and show support for LPR cameras in Nashville.

**Meeting Adjourned at 5:45 pm.**

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Mayor Jim Hunt

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City Manager Beth Reardon