

**City of Belle Meade
Board of Commissioners Meeting
Belle Meade City Hall
November 16, 2022**

Call to Order

The meeting was called to order by Mayor Rusty Moore at 4:00 p.m.

Commissioner's present

| | |
|------------------------|--------------|
| Rusty Moore, Mayor | Louise Bryan |
| Haley Dale, Vice Mayor | Neal Clayton |
| Jim Hunt | |

Staff members present

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|---|-----------------------------------|
| Beth Reardon, City Manager | Charles Williams, Chief of Police |
| Leigh Mills, Director of Finance & HR | Larry Smith, Public Works |
| Director Lyle Patterson, Building Official | Rusty Terry, City Recorder |
| Mack Mangrum, Lieutenant Belle Meade Police | Doug Berry, City Attorney |

I. Pledge of Allegiance - led by Mayor Rusty Moore

II. No Public Comment

Recognition of City Manager Beth Reardon

In honor of her 32 years of service City Manager Beth Reardon was recognized by Mayor Rusty Moore during the unveiling a plaque to hang in what will now be called Beth Reardon Municipal Hall.

III. Minutes

- Regular Meeting October 19, 2022
- Special Meetings October 19 & 20, 2022
- Special Meetings October 25 & 26, 2022
- Special Meeting November 2, 2022

Motion to approve October Regular and Special Meeting Minutes: Hunt **Second:**
Dale **Vote:** All aye

IV. Commissioners' Oath of Office

City Recorder Rusty Terry administered the oath of office to the recently elected Belle Meade City Commissioners - Louise Bryan, Neal Clayton and Rusty Moore.

Following the administration of the Oath of Office, Rusty Moore recognized Bob Weigel thanking him for his eight years of service on the Belle Meade Board of Commissioners.

V. Election of Mayor & Vice-Mayor

Haley Dale nominated Rusty Moore for the office Mayor
Second: Bryan Vote: All aye

Louise Bryan nominated Haley Dale for the office of Vice-Mayor
Second: Moore Vote: All aye

VI. Public Works - Larry Smith

1. Monthly Reports - No questions

2. Estimates for Tree Removal - Canterbury Drive

Public Works Director Larry Smith stated that two trees in the right-of-way on Canterbury Drive at the edge of the street are buckling and cracking the pavement. Smith recommends using The Parke Company. Payment would come from the State Street Aid Fund since this tree is in the right-of-way and would qualify for street and right-of-way maintenance expenditures.

| <u>CONTRACTOR</u> | <u>REMOVAL & STUMP GRIND</u> |
|--------------------|----------------------------------|
| Parke Company | \$3,100.00 |
| Magnolia Tree | \$3,500.00 |
| Druid Tree Service | \$3,950.00 |

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

3. Bid Results - Snow & Ice Removal Contract

At 10:00 a.m. on Monday, November 14, 2022, the City held a public bid opening for its Snow and Ice Removal Contract. Six contractors were notified of the bid specifications by Director Smith, it was advertised in a local paper and posted on the Vendor Registry website. Only one contractor submitted a bid, Sammie Gibbs Construction. This contractor has had the Snow & Ice Removal Contract with the City since 2008 and has not had a price increase since 2016. Unit pricing for equipment, labor & materials averaged about a 20% increase. The contract is for two years with the option to extend for (2) one-year periods. Smith and Reardon recommend the contract.

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

4. Update on Grants - TDOT, TDEC and ARPA

City Manager Beth Reardon updated commissioners on the TDOT Multimodal Sidewalk Grant noting they hoped to have the contract for engineering consulting services with Benesch ready for consideration at the December Commissioners meeting. Reardon also provided an update on the TDEC and ARP Grant, noting that it has been submitted and TDEC would notify applicants if the grant is awarded or needs revisions. Reardon reviewed the projects the grant will be applied to noting the city will be providing a 35% co-fund match. Reardon also provided information on the GOGov Citizen Alert App process, advising commissioners that a name is needed for the app.

VII. City Services

A. Public Safety - Chief Williams

1. Monthly Reports - No questions

Statistics Summary July 2022

| | | |
|-----------------------------|----------------------------|-------------------|
| <u>432</u> Citations Issued | <u>7</u> Traffic Crashes | <u>27</u> Alarms |
| <u>0</u> Burglary | <u>2</u> Theft of Property | <u>12</u> Arrests |

License Plate Recognition (LPR) Report

| | |
|----------------------------|----------------------------------|
| <u>6</u> - Stolen Vehicles | <u>0</u> - Stolen License Plates |
| <u>0</u> - Missing Person | <u>1</u> - Wanted Person |

1. Purchase of Digital Ally Police In-Car Cameras

The In-Car Video System in several police units are no longer functioning. These cameras are now obsolete. Utilizing THSO grant money, Chief requested purchasing five new systems to replace our outdated ones. This purchase will be reimbursed to the city in February 2023. The purchase will be made through federal contract #GS-07F-095CA, which relieves the city of the requirement to obtain competitive bids. The camera installation will be completed in-house and will alleviate any other up-fitting charges.

| | |
|--|-------------|
| (5) Digital Ally DVM-800 Complete Kit, V2 LITE | 12,680.85 |
| (5) Activation Fee | 150.00 |
| (5) Wi-Fi Package Adapter | 366.50 |
| (5) Freight | 150.00 |
| <hr/> | |
| Total Equipment Cost | \$13,347.35 |

Motion to approve: Clayton Second: Dale Vote: All aye

Chief Williams informed the commissioners that he had applied for funds from the Violent Crime Intervention Fund that Governor Lee had passed. The city is eligible for approximately \$70,000. The grant will be filed in January; funds should be available in March and would be used to purchase additional LPR cameras.

B. Health and Sanitation

1. **Monthly reports** - No questions

C. Building/Zoning/Planning

1. **Monthly reports** - reviewed by Lyle Patterson

| | |
|---|---|
| <u>12</u> Permits Issued | \$13,927,332.00 estimated construction cost |
| <u>2</u> Permit Closed | |
| <u>2</u> Grading/Soil/Disturbance Permits | |
| <u>0</u> Stormwater Complaints Filed | |

D. Waste Collection - No matters

E. Beautification/Landscape - No report

F. City Communications - No matters

VIII. ADMINISTRATION

A. Finance

- 1. **Financial Statements** - September 2022 - reviewed by Leigh Mills
- 2. **Investment Schedules** - Reviewed by Leigh Mills
- 3. **Approval of Invoices over \$5,000**

| | |
|-----------------------------|-------------|
| CEC | \$18,817.06 |
| Commonwealth Chemical Inc | 24,600.00 |
| LSI | 5,070.00 |
| Sessions Paving Co. | 30,000.00 |
| SkyCop, Inc | 5,239.00 |
| Straeffer Pump & Supply Inc | 5,577.94 |
| Wascon Inc | 8,006.62 |
| Wascon Inc | 8,656.78 |
| WEX Fleet Universal | 6,342.54 |

Motion to approve invoices over \$5,000: Hunt Second: Dale Vote:
All aye

C. Human Resources / Personnel - No matters

IX. LEGISLATION

1. Ordinance 2022-6, Amending Section 12-101(1) of the Belle Meade Municipal Code to Adopt the 2018 International Residential Code In Place of the 2015 International Residential Code, on first reading

Motion to approve Ordinance 2022-6 on first reading: Dale Second: Bryan
Vote: All aye

OTHER MATTERS

Mayor Moore provided an update on the Santa Firetruck event noting the stops in Belle Meade on December 10.

Outgoing Commissioner Bob Weigel thanked commissioners that he had served with during his eight years, noting it had been a honor to serve. Weigel recognized past commissioners and mayors as well as the current Board of Commissioners.

Meeting adjourned at 5:02 p.m.

Mayor Rusty Moore

City Recorder Rusty Terry