

COMMITTEE MEETINGS

May 26, 2020

5:45 pm Parks and Recreation Committee

- a. Review 2020/2021 Proposed Parks and Recreation Department Budget
- b. Review 2020/2021 Proposed Park Theater Budget

6:00 pm Water and Sewer Committee

- a. Review 2020/2021 Proposed Water Purification & Distribution Budget
- b. Review 2020/2021 Proposed Wastewater Collection & Treatment Budget
- c. Review 2020/2021 Proposed Water & Wastewater Administration Budget

6:10 pm Building and Grounds Committee

- a. Review 2020/2021 Proposed Community Development Department Budget

6:20 pm Safety Committee

- a. Review 2020/2021 Proposed Police Department Budget
- b. Review 2020/2021 Proposed Fire Department Budget

6:40 pm Streets and Sanitation Committee

- a. Review 2020/2021 Proposed Public Works Budget
- b. Review 2020/2021 Proposed Vehicle Maintenance Budget
- c. Review 2020/2021 Proposed Animal Control Budget
- d. Review 2020/2021 Proposed Urban Forestry Budget
- e. Review 2020/2021 Proposed State Street Aid Budget
- f. Review 2020/2021 Proposed Solid Waste Budget

COMMITTEE MEETING WILL BE HELD AT THE PARK THEATER (115 W MAIN STREET)

AGENDA
REGULAR SESSION

May 26, 2020

7:00 P.M.

1. ROLL CALL

2. CONSIDERATION OF MINUTES

- (a.) Minutes from May 12, 2020 Regular Session

3. RECOGNITION OF VISITORS

4. COMMUNICATIONS

5. PETITIONS

6. UNFINISHED BUSINESS

- (a.) Discuss project graduation parade plan.
- (b.) Discuss reopening Gilley Pool.
- (c.) Discuss Park Theater events.
- (d.) Discuss 4th of July events to be held downtown and at the Civic Center.

7. NEW BUSINESS

8. RESOLUTIONS

- (a.) Resolution No. 2105, a resolution to authorize the City of McMinnville, Tennessee to accept the State Wide Contract # 209-64470 bid from Ford of Murfreesboro for two (2) F-250 Super Cab 4x4 in the total amount of \$55,354.00 for the City of McMinnville Public Works Department; to authorize the City Administrator of the City of McMinnville to issue the necessary purchase order on behalf of the City of McMinnville; and to express the time when the resolution becomes effective.
- (b.) Resolution No. 2106 of the City of McMinnville, Tennessee to accept the low base bid from Morgan Contracting, Inc. in the amount of \$789,555.00 for the construction of Sewer System Rehabilitation consisting of 24-Inch Sewer Line (Burst and Dig & Replace) Standard 4' diameter x 6'-0" (VARIES) Manholes Service Reconnections in accordance with specifications of the McMinnville Water and Sewer Department and to authorize the Mayor to sign the agreement; and to express the time when the resolution becomes effective.
- (c.) Resolution No. 2107, a resolution of the City of McMinnville, Tennessee to apply to the Governor's Local Government Support Grant for IT Hardware Upgrades and Capital Maintenance in the amount of \$332,070.00.

9. ORDINANCES

The Regular Session of the Board of Mayor & Aldermen will be held at the Park Theater (115 W. Main Street)

- (a.) Ordinance No. 1797, an ordinance of the City of McMinnville to amend Section 302 of Chapter 3 of Title 10 of the Municipal Code of the City of McMinnville, Tennessee, which outlines Allowing Dogs to Roam at Large, and to amend Chapter 4 of Title 10 of the Municipal Code of the City of McMinnville, Tennessee to add section 10-411, which outlines Penalties of Rabies Control; and to set the date that this ordinance shall become effective. First reading.

10. DEPARTMENTAL REPORTS

11. ANNOUNCEMENTS

12. ADJOURNMENT

REGULAR SESSION

May 12, 2020

The Board of Mayor and Aldermen of the City of McMinnville, Tennessee, met in regular session May 12, 2020 at approximately 7:00 p.m. The meeting was held at the Park Theater, 115 W. Main Street, and via Zoom teleconference in order to protect public health, safety, and welfare and to comply with social distancing guidelines. A live stream of the meeting was available via the City of McMinnville Facebook page and a recorded video was posted within 48 hours.

Present were: Mayor Ben Newman, Vice Mayor Ryle Chastain, Aldermen Kate Alsbrook, Everett Brock, Steve Harvey, Rachel Kirby, Mike Neal. Absent: None. Others present: Nolan Ming, City Administrator; Shirley Durham, City Recorder; Tim Pirtle, City Attorney, and members of the news media and press.

The meeting was presided over by the Honorable Mayor Ben Newman, with Shirley Durham recording the action taken at the meeting.

Mayor Newman called the meeting to order and stated this meeting was being held electronically under the guidelines of Governor Bill Lee's Executive Order No. 16 in order to protect public health, safety and welfare and prevent the spread of COVID-19.

CONSIDERATION OF MINUTES

Mayor Newman stated that written copies of the minutes of the regular session of April 28, 2020, had been sent to each member of the Board of Mayor and Aldermen previously. He asked if any member of the Board wished to make any corrections, additions, or modifications to the minutes.

Motion was made by Mr. Neal to dispense with the reading of the minutes and approve them as written. The motion was seconded by Mr. Chastain and carried.

RECOGNITION OF VISITORS

Mayor Newman recognized Brent Keaton, via Zoom, representing the Project Graduation Team. Mr. Keaton stated they would like to hold a parade to honor the 2020 senior graduating class of Warren County High School. They wanted to use the same route as the Christmas Parade with the graduates lining up at the Civic Center, go through downtown and ending the parade at the Farmers Market on June 13, 2020. This is the day after the graduation ceremony.

The Board discussed with Mr. Keaton their concerns regarding, if approved, how to maintain and make sure the Governor's COVID-19 Executive Orders are followed relative to large gatherings, social distancing, etc.

Following discussion motion was made by Mr. Brock to approve Mr. Keaton's request to have a parade of the 2020 graduating seniors, on June 13th, starting at 2:00 pm, but to change the route to start at Warren County High School, proceed to Morrison Street to Main Street and end it at Beersheba Towers, making sure nothing is in conflict with Governor Lee's Executive Orders that will be in place at that time. The motion was seconded by Mr. Chastain and carried.

Mayor Newman stated they would review this at every regular meeting between now and June 13th to see if anything has changed.

COMMUNICATIONS

Motion was made by Mr. Neal to approve a request from Amanda Sain, Activity Director, NHC Healthcare, for permission from the City, and assistance from the McMinnville Police Department, to hold a mini-parade for the patients at NHC on Friday, May 15th.

Due to COVID-19 they are unable to hold their annual celebration of National Nursing Home Week for the patients and still are restricting visitors to the center.

The parade would start at the Lowe's parking lot, to Smithville Highway with a right turn on Highway 55. At the next red light, the route takes a right turn on to Old Smithville Road, then immediately right into Arms Apartments driveways.

The motion was seconded by Mr. Chastain and carried.

PETITIONS

There were no petitions.

UNFINISHED BUSINESS

Mr. Brock, Finance Committee Chairman, stated he wanted to start the budget process. He would like to have the committee meetings at the Park Theater. Mr. Ming stated he could have a draft budget to the Board next week.

Parks and Recreation Director, Scott McCord, stated the next Board meeting is scheduled for May 26th three days after the pool was scheduled to open. Does the Board have any recommendations about opening the pool? The pool is clean and ready to open but they do not have enough lifeguards to be able to open, they will have to double their staff to meet the COVID-19 guidelines. All state parks have closed their pools for the season, Shelbyville is not opening

their pool, Manchester is only considering opening their indoor pool and not opening their outdoor pool.

Following discussion, in order to keep their options open to be able to open the pool at a later date, motion was made by Mr. Neal to review this at every meeting. The motion was seconded by Mr. Chastain and carried.

NEW BUSINESS

There was no new business.

RESOLUTIONS.

There were no resolutions.

ORDINANCES

There were no ordinances.

DEPARTMENTAL REPORTS

Public Works Director, Frank Southard, announced the new garbage truck had been delivered. They are still behind on brush pickup due to recent storms but are running the brush truck with two dump trucks in order to try to speed up the process.

Scott McCord, Parks and Recreation Director, announced they have opened up the facilities at the Mall but are limiting the number of people coming in, limiting the number of participants in the classes, taking everyone's temperature, constantly cleaning, and taking appointments for people using the weight room.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

There being no further business the meeting adjourned.

City Recorder

Mayor

City of McMinnville, Tennessee



RESOLUTION NO. 2106

A RESOLUTION of the City of McMinnville, Tennessee to accept the low base bid from Morgan Contracting, Inc. in the amount of \$789,555.00 for the construction of Sewer System Rehabilitation consisting of 24-Inch Sewer Line (Burst and Dig & Replace) Standard 4' diameter x 6'-0" (VARIES) Manholes Service Reconnections in accordance with specifications of the McMinnville Water and Sewer Department and to authorize the Mayor to sign the agreement; and to express the time when the resolution becomes effective.

WHEREAS, the City of McMinnville, Tennessee, did advertise for sealed bids for the construction of Sewer System Rehabilitation consisting of 24-Inch Sewer Line (Burst and Dig & Replace) Standard 4' diameter x 6'-0" (VARIES) Manholes Service Reconnections in accordance with specifications of the McMinnville Water and Sewer Department, said bids to be opened at 2:00 p.m., local time May 7, 2020, at McMinnville City Hall, 101 E. Main Street, McMinnville, Tennessee 37110 and then publicly opened and read aloud and,

WHEREAS, the bids were opened at 2:00 p.m., local time, May 7, 2020, with two (2) bids having been received.:

<u>Bidder</u>	<u>Base Bid</u>	<u>Alternate No.1</u>
Morgan Contracting, Inc.	\$789,555.00	\$298,955.00
Boatman Construction, Inc.	\$909,450.00	\$298,875.00

WHEREAS, the Water and Sewer Committee reviewed the bids and recommended the low base bid from Morgan Contracting, Inc. which met or exceeded all specifications, in the amount of \$789,555.00 be accepted.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MCMINNVILLE, TENNESSEE, THAT:

1. The City of McMinnville, Tennessee accepts the low base bid from Morgan Contracting, Inc. in the amount of \$789,555.00 and is hereby authorized to enter into an agreement with Morgan Contracting Inc. for the construction of Sewer System Rehabilitation consisting of 24-Inch Sewer Line (Burst and Dig & Replace) Standard 4' diameter x 6'-0" (VARIES) Manholes Service Reconnections in accordance with specifications of the McMinnville Water and Sewer Department, and to authorize the Mayor to sign the agreement.

2. This resolution shall become effective from and after its adoption, the welfare of the City requiring it.

ADOPTED: This the ____ day of _____, 2020.

Recorder

APPROVED:

Mayor

APPROVED AS TO FORM:

City Attorney

City of McMinnville, Tennessee



RESOLUTION NO. 2107

A RESOLUTION of the City of McMinnville, Tennessee to apply to the Governor's Local Government Support Grant for IT Hardware Upgrades and Capital Maintenance in the amount of \$332,070.00.

WHEREAS, Tennessee Public Chapter No. 651, Title III-22, Items 10.33-34 established the Governor's Local Government Support Grants which provides funding that local governments may request, and,

WHEREAS, the City of McMinnville is in need of funding for a project(s) that meets all of the requirements of Tennessee Public Chapter No. 651, Title III-22, Items 10.33-34, and,

WHEREAS, the City of McMinnville is requesting \$40,000 for a project in the spending category of IT Hardware Upgrades, and,

WHEREAS, the City of McMinnville is requesting \$292,070 for a project in the spending category of Capital Maintenance, and,

WHEREAS, it is agreed that this county/city will comply with the Terms of Agreement prescribed by the State Department of Finance and Administration, and,

WHEREAS, the City of McMinnville hereby authorizes the Mayor to submit the application to the State Department of Finance and Administration, requesting approval to proceed with this project, and,

WHEREAS, it will be necessary to budget a total of \$332,070 in additional funds in the General and Water & Sewer Enterprise Funds, and,

NOW, THEREFORE, BE IT RESOLVED that the local legislative body of the City of McMinnville requests the State Department of Finance and Administration for initial approval of this project to fund IT Hardware and Capital Maintenance in accordance with the provisions of Tennessee Public Chapter No. 651, Title III-22, Items 10.33-34. A

ADOPTED: This the ____ day of _____, 2020.

Recorder

APPROVED:

Mayor

APPROVED AS TO FORM:

City Attorney



CITY OF MCMINNVILLE, TENNESSEE

101 EAST MAIN ST.
P.O. Box 7088
MCMINNVILLE, TN 37111
WWW.MCMINNVILLETN.GOV

City of McMinnville
Board of Mayor & Aldermen
P.O. Box 7088
McMinnville, TN 37111

May 20, 2020

Re: Governor's Local Government Support Grant

Dear Board of Mayor & Aldermen,

I propose that we utilize the \$332,073 Local Government Support Grant to fund the following in accordance with the State of Tennessee Department of Finance & Administration's Grant guidelines.

- IT
 - 7 SonicWall TZ400 Firewalls @ \$1,500 each.
\$10,500
 - Phones and switches for VOIP Citywide (Model: PolyCom VVX 450)
 - 70 VOIP phones @ \$183.60 each.
\$12,852
 - 13 POE Switches to power the phones @ \$180 each.
\$2,340
 - Our portion of 50/50 matching grant for surveillance equipment
\$5,000
 - Laptops and other computer upgrades
\$9,308

IT Hardware Total = \$40,000

- **Capital Maintenance**

- Replacement of ~10,000 sf of carpet on the first floor of City Hall. Additional work required such as demo of two walls, installation of door, installation of sneeze guards, and installation of customer walk-up window. **~\$50,000**
- Repaving of Civic Center parking lot. A portion of the parking lot will be reconfigured and new as part of the scope of work for a remodel and addition to the existing Civic Center. Bid Alternate #1 was for the repaving of the entire parking lot. We didn't accept that when awarding the bids. Estimated price at the time was **~\$170,000**.
- Roof repair at City Hall. **~\$3,000**
- Portion of roof repair at 202 Bell St. **Total estimated cost ~\$240,000. Portion covered with remaining \$70,073.**

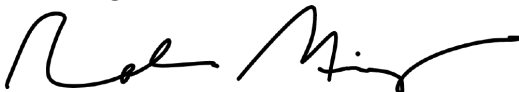
Capital Maintenance Total = \$290,073

Summary

- **IT Hardware**
 - **\$40,000**
- **Capital Maint. General Fund**
 - **\$222,000**
- **202 Bell St Roof Repair – Enterprise Fund (Remainder)**
 - **\$70,073**

Grand Total = \$332,073

Best regards,



Nolan Ming | City Administrator | City of McMinnville, Tennessee

101 E. Main St, McMinnville, TN 37110

Office: 931.473.1203

City of McMinnville, Tennessee



ORDINANCE NO. 1797

AN ORDINANCE of the City of McMinnville to amend Section 302 of Chapter 3 of Title 10 of the Municipal Code of the City of McMinnville, Tennessee, which outlines Allowing Dogs to Roam at Large, and to amend Chapter 4 of Title 10 of the Municipal Code of the City of McMinnville, Tennessee to add section 10-411, which outlines Penalties of Rabies Control; and to set the date that this ordinance shall become effective.

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MCMINNVILLE, TENNESSEE, THAT:

Section 1. Section 302 of Chapter 3 of Title 10 shall be amended by deleting the word "knowingly". The amendments shall read as follows:

10-302. Allowing dogs to roam at large. It shall be unlawful for an owner to allow a dog to roam at large, or goes uncontrolled by leash by the owner upon a highway, public road, street or any other place open to the public generally. The animal control officer is empowered to confiscate and impound any dog found to be at large in accordance with chapter 5 of this title.

Section 2. Chapter 4 of Title 10 shall be amended by adding Section 411- Penalties. The addition shall read as follows:

10-411. Penalties. Unless otherwise specified herein, any person who violates any provision of this title shall be fined up to fifty dollars (\$50.00) for each violation. Each day's violation of this section is a separate offense. The owner of a confiscated or impounded animal must also pay all fees and costs incurred as a result of the confiscation or impounded in such amounts as may, from time to time, be established by ordinance or resolution of the board of mayor and aldermen, and in accordance with the provisions of this title.

Section 3. That this law and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect from and after the date of its final passage, adoption and publication.

Passed first reading: _____

Passed second reading: _____

City Recorder

APPROVED:

Mayor

APPROVED AS TO FORM:

City Attorney

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