

REGULAR SESSION

April 28, 2020

The Board of Mayor and Aldermen of the City of McMinnville, Tennessee, met in regular session April 28, 2020 at approximately 7:00 p.m. The meeting was held electronically under the guidelines as set out in Governor Bill Lee's Executive Order No. 16, signed March 20, 2020, which suspends the requirements of the Tennessee Open Meetings Act ("TOMA") to the extent necessary to allow any governing body subject to the requirements of TOMA to meet and conduct essential business by electronic means if the body determines meeting electronically is necessary to protect the health, safety, and welfare of Tennesseans in light of COVID-19 pandemic. It allows members of the governing body to participate and vote in public meetings without being physically present to protect public health; safety, and welfare and prevent the spread of COVID-19. This is a temporary measure that expires on May 18, 2020, unless further action is taken by the Governor.

All public notices, as outlined in the order, were followed and the meeting was on Facebook LIVE.

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 14, 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. Chastain to dispense with the reading of the minutes and approve them as written. The motion was seconded by Mrs. Alsbrook and upon call of the roll Aldermen

Alsbrook, Brock, Chastain, Harvey, Kirby, Neal and Mayor Newman voted aye. Voting Nay: None. Motion carried.

RECOGNITION OF VISITORS

No visitors expressed a desire to address the Board.

COMMUNICATIONS

The American Cancer Society has canceled all Relay for Life Events for 2020 due to the COVID-19 virus. Carla Savage, on behalf of the Warren County Relay for Life Committee, sent a letter to the Board stating because of this they had canceled the Warren County Relay for Life event scheduled for June 6, 2020. She requested permission to still hang banners on the light poles on Main Street and around the Court Square from May 15th to June 15th-30th as a way of thanking the small businesses, companies and individuals that sponsor the event from year to year.

Motion was made by Mr. Neal to approve the request. The motion was seconded by Mr. Chastain and upon call of the roll Aldermen Alsbrook, Brock, Chastain, Harvey, Kirby, Neal and Mayor Newman voted aye. Voting Nay: None. Motion carried.

PETITIONS

There were no petitions.

UNFINISHED BUSINESS

Mr. Brock, Finance Committee Chairman, reported the March 31, 2020 financial reports look very good. Revenues for the year are up about 4% and expenses are down about 20%. He said the Department Heads have done a good job keeping expenses down to this point. There are still a lot of unknowns about revenues for next year.

NEW BUSINESS

The next item was to discuss the reopening plan. Mayor Newman stated that Governor Lee put out a new Executive Order today and put out some guidelines on Reopening Tennessee. The whole thing that he is doing is called the Tennessee Pledge. Some of it is mandated but a lot of it are recommendations that he wants businesses, counties and cities to pledge that we will do our best to follow these guidelines. Mayor Newman stated he felt it was important that we as the City stay on board with that and lead by example and show that we are committed to sticking with what the Governor is wanting to do and take all the recommendations seriously, implement those as best as we can, and encourage all of our business partners and people in our community to do the exact

same thing and hopefully we can keep our numbers down. Currently, we have 7 confirmed cases in Warren County.

Mayor Newman asked Administrator Ming for his recommendation. Mr. Ming recommended the City move from Level I to Level II. Level II would allow Fire Department, Police Department, Sanitation Collection, Sewer and Water Plants, Public Works, Water Maintenance, City Garage, Street Aid, Parks and Recreation Maintenance Staff, and Urban Forestry to return to normal staffing levels and schedules. Administration, Utility Billing, Parks and Recreation Administration staff will continue to work remotely and/or reduced work shifts. Codes Enforcement will continue to work remote and Animal Control will be on call. Park Theater will remain closed. All staff, departments and facilities should adhere closely to the TN Pledge General Guidelines. Employees who can work from home are encouraged to do so.

The Board discussed the Civic Center at the mall location, playgrounds, bathrooms, skate park, tennis courts, and ball fields.

Following discussion motion was made by Mr. Brock to keep the bathrooms and playgrounds closed, tennis courts, skate park, batting cages, and ballfields open but limited to 10 people, the gym and group classes at the mall open when they can follow all TN Pledge Facility Guidelines. The motion was seconded by Mr. Chastain and upon call of the roll Aldermen Alsbrook, Brock, Chastain, Harvey, Kirby, Neal and Mayor Newman voted aye. Voting Nay: None. Motion carried.

Level II guidelines will start Monday, May 4th.

Mayor Newman informed the Board the City received a letter from Regions extending their lease from June 30th until September 30th on a month to month basis.

RESOLUTIONS.

There were no resolutions.

ORDINANCES

There were no ordinances.

DEPARTMENTAL REPORTS

Mrs. Alsbrook stated May 1st would be Mr. Ming's first year anniversary as City Administrator. Is there something the Board needs to do regarding this?

Mayor Newman asked Mr. Ming to direct Human Resources Director, Libby Rutledge, to give the Board some type of evaluation forms and have her follow up to make sure the Board responds.

Parks and Recreation Director, Scott McCord, reported they had canceled all spring youth leagues and would be generating refunds. They hope to have an early fall league.

ANNOUNCEMENTS

The Board decided to have the next regular session at the Park Theater. It will be a Zoom meeting for any member of the Board that does not want to meet in person and will be on Facebook LIVE for the general public.

ADJOURNMENT

There being no further business the meeting adjourned.

City Recorder

Mayor