



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, DECEMBER 8, 2015 - BARTLETT CITY HALL - 7:00 PM

CALL TO ORDER

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Present.

INVOCATION

Opening Prayer by Vice Mayor Young

FUTURE MEETINGS

Parks and Recreation Advisory Board, December 10 at 7 p.m.

Bartlett Historical Society, December 14 at 7 p.m.

BPACC Advisory Board, December 15 at 6 p.m.

Design Review Commission, December 15 at 6:30 p.m.

Bartlett Arts Council, December 15 at 6:30 p.m.

Historic Preservation Commission, December 21 at 7 p.m.

RECOGNITIONS

Tennessee Recreation and Parks Awards

Assistant Parks Director Shan Criswell presented Bo Maharrey with the Tennessee Recreation and Parks Conference Wayne Hansard Award. This award names Supervisor Maintenance Man of the Year for the State of Tennessee.

Mrs. Criswell also presented Warren Young with the Four Star Award for Individual Volunteer Service. Mr. Young co-created the hiking/walking trail in Nesbit Park. He worked for 11 months to create the 2.6 mile trail.

*****Official Business of the Day*******MINUTES ACCEPTANCE****Minutes of the November 24, 2015 Board of Mayor and Aldermen Regular Meeting**

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bobby Simmons, Alderman
SECONDER:	David Parsons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

- I. Ordinance 15-07, an ordinance to amend Title 15, Chapter 1, Section 15-134(2)(c) of the Codified Ordinances of the City of Bartlett, Tennessee to modify the penalties and fines provisions for seat belt violations per an amendment to the complimentary state law.

No one spoke for or against Ordinance 15-07.

UNFINISHED BUSINESS

- I **Third Reading of Ordinance 15-07, an ordinance to amend Title 15, Chapter 1, Section 15-134(2)(c) of the Codified Ordinances of the City of Bartlett, Tennessee to modify the penalties and fines provisions for seat belt violations per an amendment to the complimentary state law. (Ed McKenney, City Attorney)**

RESULT:	APPROVED ON THIRD AND FINAL RE [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

- I **Water production well pump improvements. (Rick McClanahan, Director of Engineering)**

Request authorization for Layne-Central to perform continued evaluation toward repair of Water Production Well Pump #3 at Water Treatment Plant #4 at a total cost of \$25,550. Funds are available in Account 510.51200.262.

- 2 Purchase of 13 computer systems for marked patrol vehicles. (Gary Rikard, Chief of Police)**
Request authorization to purchase 13 Brite Fujitsu computer systems for uniform patrol cars at a cost of \$3,215 per unit for a total cost of \$41,795. Brite is a sole source provider. Funds are available in Account 124.48124.933.
- 3 Bid for one long-arm compact excavator. (David Thompson, Director of Parks and Recreation)**
Recommend accepting the lowest bid from Williams Equipment for one long-arm compact excavator at a cost of \$52,935.00. Funds are available in Account 311.48311.785.50716.
- 4 Bid for two pool dehumidification replacement units. (David Thompson, Director of Parks and Recreation)**
Recommend accepting the lowest bid from National HVAC at a total cost of \$359,762.00. Funds are available in Account 311.48311.780.546.
- 5 Cancel second meeting in December. (A. McDonald, Mayor)**

NEW BUSINESS

There is no new business.

OPEN DISCUSSION

Director of Community Relations Debbie Gelineau announced that the 28th annual City Christmas ornament is available for purchase at City Hall. Ornaments are \$10 each. Mrs. Gelineau also said that the Parks and Recreation Winter brochure would arrive in citizens' mail this week.

ADJOURNMENT

Meeting adjourned at 7:17 PM



City of Bartlett
A. Keith McDonald, Mayor

BOARD OF MAYOR AND ALDERMEN MEETING MINUTES

TUESDAY, NOVEMBER 24, 2015 - BARTLETT CITY HALL - 7:00 PM

CALL TO ORDER

Mayor A. Keith McDonald: Present, Alderman W.C. Pleasant: Present, Alderman Emily Elliott: Present, Alderman David Parsons: Present, Alderman Bobby Simmons: Present, Vice Mayor Jack Young: Present, Alderman Paula Sedgwick: Absent.

INVOCATION

Opening Prayer by Mayor McDonald

FUTURE MEETINGS

Bartlett Station Commission, December 2 at 7:30 a.m.

City Beautiful Commission, December 3 at 7 p.m.

Family Assistance Commission, December 7 at 6 p.m.

Planning Commission, December 7 at 7 p.m.

RECOGNITIONS

Mayor McDonald and the Aldermen recognized Boy Scouts from Troops 261 and 276. The scouts were working on earning Citizenship in the Community, Public Speaking, and Communication merit badges.

Fire Department check presentation for West Cancer Center

Chief Wiggins presented Keri Burnette with West Cancer Center/ Wings with a check for \$3,500. The funds were raised by the sale of Pink Heals t-shirts.

*****Official Business of the Day*****

MINUTES ACCEPTANCE

Minutes of the November 10, 2015 Board of Mayor and Aldermen Regular Meeting

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Bobby Simmons, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

Minutes Acceptance: Minutes of Nov 24, 2015 7:00 PM (MINUTES ACCEPTANCE)

PUBLIC HEARING

Individuals will have a maximum of three minutes to speak either for or against the item, with a total of 20 minutes for each side.

1. **Ordinance 15-05, an ordinance to amend Zoning Ordinance Article VI, Section 10 Parking and Storage of Certain Vehicles.**

No one spoke in favor or in opposition of Ordinance 15-05. The public hearing adjourned at 7:09 p.m.

2. **Ordinance 15-06, an ordinance to amend Zoning Ordinance Article VI, Section 12(B) Off-street parking and loading space requirements.**

No one spoke in favor or in opposition of Ordinance 15-06. The public hearing adjourned at 7:11 p.m.

UNFINISHED BUSINESS

- 1 **Third Reading of Ordinance 15-05, an ordinance to amend Zoning Ordinance Article VI, Section 10 Parking and Storage of Certain Vehicles. (Terry Emerick, Director of Planning and Economic Development)**

Mr. Emerick explained that this amendment will make it clear that all trailers are to be stored behind the front elevation of the house or in a storage building. Currently, the ordinance states recreational trailers. The Planning Commission approved this amendment.

Alderman Parsons would like to consider how "front elevation of the house" is defined, specifically in regard to side-loading garages.

RESULT:	APPROVED ON THIRD AND FINAL RE [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

- 2 **Third Reading of Ordinance 15-06, an ordinance to amend Zoning Ordinance Article VI, Section 12(B) Off-street parking and loading space requirements. (Terry Emerick, Director of Planning and Economic Development)**

Mr. Emerick explained that this amendment will allow the Planning Commission to determine the minimum number of parking spaces a business must have. This decision will be made during the site plan phase. This change will prevent applicants from having to make a separate request to the Board of Zoning Appeals. The Planning Commission approved this ordinance.

RESULT:	APPROVED ON THIRD AND FINAL RE [UNANIMOUS]
MOVER:	Jack Young, Vice Mayor
SECONDER:	Emily Elliott, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

- 3 **Second Reading of Ordinance 15-07, an ordinance to amend Title 15, Chapter 1, Section 15-134(2)(c) of the Codified Ordinances of the City of Bartlett, Tennessee to modify the penalties and fines provisions for seat belt violations per an amendment to the complimentary state law. (Ed McKenney, City Attorney)**

RESULT:	APPROVED ON SECOND READING [UNANIMOUS]	Next: 12/8/2015 7:00 PM
MOVER:	Jack Young, Vice Mayor	
SECONDER:	Bobby Simmons, Alderman	
AYES:	Pleasant, Elliott, Parsons, Simmons, Young	

CONSENT AGENDA

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bobby Simmons, Alderman
SECONDER:	W.C. Pleasant, Alderman
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

- 1 **Appraisals for right-of-way acquisition on Old Brownsville Road. (Rick McClanahan, Director of Engineering)**
Request authorization for Bouldin and Associates to perform appraisal work for 42 properties at a cost of \$106,300, plus a contingency amount of \$10,000, for a total of \$116,300. The City is responsible for 20 percent of the project's total cost. Funds are available in Account 311.48311.770.422.
- 2 **Formal review of right-of-way appraisals for widening of Old Brownsville Road. (Rick McClanahan, Director of Engineering)**
Request authorization for Douglas B. Hall to formally review right-of-way appraisals of 42 properties at a cost of \$113,500, plus a contingency amount of \$10,000, for a total cost of \$123,500. The City is responsible for 20 percent of the project's total cost. Funds are available in Account 311.48311.770.442.
- 3 **Treasurer's Report for October 2015. (Dick Phebus, Director of Finance)**
- | | |
|-----------------------------|--------------|
| Adopted Budget Expenditures | \$70,251,836 |
| Year-to-date Expenditures | \$25,763,371 |
| Adopted Budget Revenues | \$70,251,836 |
| Year-to-date Revenues | \$11,327,350 |

NEW BUSINESS

- 1 **Resolution 32-15, a resolution to amend the Fiscal Year 2016 General Purpose School Fund. (Dick Phebus, Director of Finance)**

Mr. Phebus explained that the Bartlett City Schools Board of Education adopted this budget amendment November 19. It increases the general purpose school fund by \$800,000. The funds will be used to provide for an Other Post-Employment Benefits (OPEB) Trust Fund and employee bonuses.

Minutes Acceptance: Minutes of Nov 24, 2015 7:00 PM (MINUTES ACCEPTANCE)

Alderman Simmons asked Mr. Phebus to elaborate on how the funds would be spent. Mr. Phebus said \$450,000 would be used for merit raises and the remaining \$350,000 would be used to start an OPEB trust.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Emily Elliott, Alderman
SECONDER:	Jack Young, Vice Mayor
AYES:	Pleasant, Elliott, Parsons, Simmons, Young

OPEN DISCUSSION

Mayor McDonald invited the public to the City's Annual Christmas Parade on Saturday, December 5 beginning at 4 p.m. The parade route will start in front of Pizza Hut on Stage Road and end at Shelby Street.

ADJOURNMENT

Meeting adjourned at 7:19 PM

W.C. Pleasant, Register to the
Board of Mayor and Alderman

A. Keith McDonald
Mayor

Minutes Acceptance: Minutes of Nov 24, 2015 7:00 PM (MINUTES ACCEPTANCE)



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

ORDINANCE (ID # 1655)

Meeting: 12/08/15 07:00 PM
Department: Legal
Category: Amendment
Prepared By: Stefanie McGee
Initiator: Ed McKenney
Sponsors:
DOC ID: 1655

Ordinance 15-07, an ordinance to amend Title 15, Chapter 1, Section 15-134(2)(c) of the Codified Ordinances of the City of Bartlett, Tennessee to modify the penalties and fines provisions for seat belt violations per an amendment to the complimentary state law.

WHEREAS, the Board of Mayor and Aldermen of the City of Bartlett, Tennessee, desire to amend Title 15, Chapter 1, Section 15-134 (Motor Vehicles, Traffic and Parking Ordinance) to modify the fines for seat belt violations.

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen of the City of Bartlett, Tennessee, that Section 15-134(2)(c) of said Title and Chapter is deleted in full and replaced with the following:

Section 1. 15-134(2)(c), Violations, penalties applicability.

Violation of any provision of this section is hereby declared to be a misdemeanor. Any operator of a motor vehicle convicted of a violation hereunder involving the driver or another adult shall be fined twenty-five dollars (\$25.00) for a first violation, and fifty dollars (\$50.00) on second or subsequent violations. Any operator of a motor vehicle convicted of a violation hereunder involving a minor age 16 or 17 shall be fined twenty-five dollars (\$25.00). Any operator of a motor vehicle convicted of a violation involving a child between the ages of five (5) and sixteen (16), shall be fined fifty dollars (\$50.00). Any operator of a motor vehicle convicted of a violation hereunder involving a child age 4 or under shall be fined fifty dollars (\$50.00).

Section 2. Severability. Should any provision of this Ordinance be rendered unconstitutional or null and void by a Court of Law, legislative act or otherwise, all other

provisions of this Ordinance shall remain in full force and effect.

Section 3. Effective Date. BE IT FURTHER ORDAINED that this Ordinance shall take effect January 1, 2016, the public welfare requiring it.

FIRST READING: November 10, 2015

SECOND READING: November 24, 2015

THIRD READING: December 8, 2015

W.C. Pleasant, Register to the Board

of Mayor and Aldermen

A. Keith McDonald

Mayor

ATTEST: _____
Stefanie McGee
City Clerk

HISTORY:

11/10/15 Board of Mayor and Aldermen **APPROVED ON FIRST READING**
Next: 11/24/15

11/24/15 Board of Mayor and Aldermen **APPROVED ON SECOND READING**
Next: 12/08/15

RESULT: **APPROVED ON THIRD AND FINAL RE [UNANIMOUS]**
MOVER: Jack Young, Vice Mayor
SECONDER: Emily Elliott, Alderman
AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 12/08/15 07:00 PM

Department: Engineering

Category: Proposal

Prepared By: Dena Hathaway

Department Head: Rick McClanahan

Water production well pump improvements.

The City needs to brush the well casing screen, remove accumulated debris out of the base of the well casing and further inspection of the back pressure valve at the base to determine cement plug specifications. This pump has been in service since 1997 and a new motor was installed in 2015.

Layne-Central will be conducting the continued evaluation toward the repair:

Brush well casing, lap, and screen and jet fill from well	\$12,100.00
Perform downhole TV survey on well with sub pump	\$4,550.00
Install cement plug at bottom of well	\$8,900.00
TOTAL PROJECT COST	\$25,550.00

Please authorize \$25,550.00 for further base evaluation and brushing of the well casing from Account 510.51200.262.

RESULT: **APPROVED BY CONSENT VOTE [UNANIMOUS]**
MOVER: Jack Young, Vice Mayor
SECONDER: Emily Elliott, Alderman
AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



November 25, 2015

via email gengstrand@cityofbartlett.org

City of Bartlett
3585 Altruria
Bartlett, TN 38135
Attn: Greg Engstrand

**RE: GERMANTOWN ROAD PLANT
WELL#3 – PUMP S/N 117569**

Dear Greg,

Layne Christensen Company has recently pulled and run a TV survey on the above mentioned well. The video showed that the well casing, lap, and some of the screen indicate amounts of what looks like iron deposits on the pipe. There also appears to be about five feet of fill in the bottom of the well which also looks like iron deposits that have likely scaled off of the casing. The sand may be coming from the back pressure valve but it is hard to tell with the fill in the bottom of the well. We recommend brushing the well casing, lap, and screen and then jetting out all of the fill material. Once this is complete we need to run another TV survey with a submersible pump to see if we can see if the sand is actually coming through the back pressure valve at the bottom of the well. There does not appear to be any holes in the casing, lap, or screen that would be causing sand. If we determine that the sand is coming from the bottom of the back pressure valve we can install a cement plug at the bottom of the well. Our quote is as follows.

Brush well casing, lap, and screen and jet fill from well	\$12,100.00
Perform downhole TV survey on well with sub pump	\$ 4,550.00
Install cement plug at bottom of well	<u>\$ 8,900.00</u>
TOTAL PROJECT COST	\$25,550.00

WATER RESOURCES

Thank you for allowing us to quote you on this work. Please let us know if you have any questions or need any further information.

Sincerely,

Steve Anderson

Steve Anderson
Project Manager
Layne Christensen Company



**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 12/08/15 07:00 PM

Department: Police

Category: Purchase

Prepared By: Penny Medlock

Department Head: Gary Rikard

Purchase of 13 computer systems for marked patrol vehicles.

RESULT: **APPROVED BY CONSENT VOTE [UNANIMOUS]**

MOVER: Jack Young, Vice Mayor

SECONDER: Emily Elliott, Alderman

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

Brite

7647 Main Street Fishers Victor NY 14564
 Telephone: (585) 758-0200
 FAX: (585) 758-0222
 Toll Free: (800)-333-0498
 salesinfo@britecomputers.com

Thank you for choosing Brite!

Quote

Page 1 of 2

Date of Quote

7/24/2015

Quote #

Q63167

Bill To

Ship To

City of Bartlett

Quote Expirati...	Terms	PO #	Sales Rep	Shipping Via	FOB
12/31/2015	NET 30		Lindsey A Sengle		Brite Whse

Part Number	Description	Qty	Unit Price	Extended
	BRITE FUJITSU Q704 SOLUTION			
FUJ-BQAAD30000HAADIB	Fujitsu Stylistic Q704 i5-4300U, 8GB, 128GB, 12.5 FHD, 4G, Intel WLAN (ABGN), Bluetooth, Webcam, 65W/19V(3-pin), Windows 7 Professional 64Bit	13	3,215.00	41,795
FUJ-FUJ38-1633-01	3 YEAR ACCIDENTAL DAMAGE PROTECTION FOR THE STYLISTIC	13	0.00	(
	MOUNTING AND ELECTRONICS NOTE MOUNT IS CONSOLE DEPENDANT			
LUN-UNV-SASK4-Q704D...	Q704 Swing Away With Active Dock And iKey KBD Tray: 3 Yr Warranty	13	0.00	(
FUJ-FPCCC216	Q704 Protective TPU Cover (1 piece) with handstrap - for standard shell only	13	0.00	(
ACC-NU406	NuShield-Fujitsu Q704 TPU Case Daylight Screen Protector	13	0.00	(
IKE-SB-87-TB	iKey Skinny Mobile Silicone Rubber Keyboard w Touchpad-Led Backlit-IP65 3yr	13	0.00	(
ACC-LIND-702/704-SB	Lind DC Adapter for Fujitsu Stylistic Q702/704, S/T Input with 10 Second LIVCO delay	13	0.00	(
LUN-CG-X	ChargeGuard Microprocessor controlled Equipment Timeout Timer	13	0.00	(

Attachment: Brite Computers (1662 : Brite Fujitsu Computer Systems)

Brite

7647 Main Street Fishers Victor NY 14564
 Telephone: (585) 758-0200
 FAX: (585) 758-0222
 Toll Free: (800)-333-0498
 salesinfo@britecomputers.com

Quote

Page 2 of 2

Date of Quote

7/24/2015

Quote #

Q63167

Part Number	Description	Qty	Unit Price	Extended
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Attachment: Brite Computers (1662 : Brite Fujitsu Computer Systems)

Total	\$41,795.0
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 Strengthening Partnerships,
 Providing Solutions"

For Technical Support call (800) 333-0498 (option 1)



Q63167



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 12/08/15 07:00 PM

Department: Parks and Recreation

Category: Bid

Prepared By: Debbie Christopher

Department Head: David Thompson

Bid for one long-arm compact excavator.

On October 26, 2015, an ad was placed in *The Daily News*, and five companies received bid packets. On November 19, 2015, the City of Bartlett received three bid, which were opened at City Hall.

Bids were received from the following companies:

Williams Equipment	\$52,935.00
Stribling Equipment	\$67,100.00
Briggs Equipment	\$68,466.00

We recommend the bid be awarded to Williams Equipment for a price of \$52,935.00.

Funds are available in Account 311.48311.785.50716.

Thank you for your consideration.

RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]

MOVER: Jack Young, Vice Mayor

SECONDER: Emily Elliott, Alderman

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick



Board of Mayor and Aldermen

6400 Stage Road
Bartlett, TN 38134

ADOPTED

AGENDA ITEM

Meeting: 12/08/15 07:00 PM

Department: Parks and Recreation

Category: Bid

Prepared By: Debbie Christopher

Department Head: David Thompson

Bid for two pool dehumidification replacement units.

On November 5, 2015, an ad was placed in *The Daily News* and bid packets were sent to 15 companies. On December 1, 2015, the City of Bartlett received six bids, which were opened at City Hall.

Bids were received from the following companies:

National HVAC	\$359,762.00
Acra Air Company	\$363,100.00
Damon Marcus Company	\$364,714.00
Metro Mechanical Contractors	\$386,009.00
Walker J. Walker	\$391,792.00
Morgan & Thornburg	\$523,089.00

We recommend the bid be awarded to National HVAC for a total price of \$359,762.00.

Funds are available in Account 31148311.780.546.

Thank you for your consideration.

RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]

MOVER: Jack Young, Vice Mayor

SECONDER: Emily Elliott, Alderman

AYES: Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick

**Board of Mayor and Aldermen**

6400 Stage Road
Bartlett, TN 38134

ADOPTED**AGENDA ITEM**

Meeting: 12/08/15 07:00 PM

Department: Board of Mayor and Aldermen

Category: Amendment

Prepared By: Stefanie McGee

Department Head: A. Keith McDonald

Cancel second meeting in December.**RESULT: APPROVED BY CONSENT VOTE [UNANIMOUS]****MOVER:** Jack Young, Vice Mayor**SECONDER:** Emily Elliott, Alderman**AYES:** Pleasant, Elliott, Parsons, Simmons, Young, Sedgwick