

## **BOARD OF MAYOR AND ALDERMEN**

February 26, 2018

The regular meeting of the Board of Mayor and Aldermen was held on Monday, February 26, 2018, at 6 p.m. in the Council Chambers at City Hall.

Mayor Mike Palazzolo was present and presiding.

The following aldermen were present: John Barzizza, Mary Anne Gibson, Dean Massey, Forrest Owens and Rocky Janda. Staff present: Pam Beasley, Michele Betty, Reynold Douglas, Tony Fischer, Richard Hall, David Harris, Jason Huisman, Patrick Lawton, Bo Mills, Lisa Piefer, Cameron Ross, Emily Rozar, Andy Sanders, John Selberg and Steve Wilensky.

### **Call to Order**

The Mayor called the meeting to order.

### **Pledge of Allegiance**

Troop 241 from Christ Methodist led the Pledge of Allegiance.

### **Invocation**

Pam Beasley gave the invocation.

### **Set Agenda**

During the executive session, the Board unanimously agreed to move to the Regular Agenda: #10f Grant – Leadership Germantown.

Motion by Mr. Janda, seconded by Mr. Owens, to approve the agenda as amended.

ROLL CALL: Barzizza-yes, Gibson-yes, Massey-yes, Owens-yes, Janda-yes. Motion approved.

### **Approval of February 12, 2018 Minutes**

There were no corrections to the minutes.

Motion by Mr. Janda, seconded by Mr. Barzizza, to approve the minutes of the Board of Mayor and Aldermen meeting held February 12, 2018.

ROLL CALL: Barzizza-yes, Gibson-yes, Massey-yes, Owens-yes, Janda-yes. Motion approved.

### **Special Recognition**

#### **Germantown Education Commission Teacher of the Month, February 2018**

Ms. Michelle Dlabaj, an eighth grade mathematics teacher at Riverdale School, is recipient of the February 2018 Teacher of the Month award.

#### **Germantown Education Commission Youth Excellence Award, February 2018**

Ms. Brenin Douglas, a senior at Houston High School, is the recipient of the February 2018 Youth Excellence award.

### **Arbor Day Proclamation**

Mayor Palazzolo proclaimed Friday, March 2<sup>nd</sup>, 2018 as the 146<sup>th</sup> anniversary celebration of Arbor Day.

### **Alderman Liaison Reports**

The aldermen reported on their commission activities.

**Citizens to be Heard**

The following went before the Board expressing their support of the Leadership Germantown grant.

Gary Yenser, 9325 Williams Glen Cove  
Laurie Whitney, 8869 Darby Dan  
Natalie Williams, 8049 Neshoba  
Jennifer Sisson, 2676 Fox Creek  
Ashley Cullum, 604 N. River Wind Cove  
Rev. Susan Wiggins, 1363 Coppershire Cove  
Russell Johnson, 2816 Hunters Forest  
Amber Abney, 3117 Carrick Drive  
Price Harris, 1816 Old Mill Road  
Naser Fazlullah, 1950 Brigance Cove  
Terri Harris, 1816 Old Mill Road

Sarah Freeman, 7684 Apahon, expressed her opposition to the Leadership Germantown grant.

Mayor Palazzolo adjourned the Board of Mayor and Aldermen meeting and convened as the Beer Board.

**BEER BOARD – Temporary Beer Permit - Leadership Germantown**

Alderman Gibson stepped down from the dais. She is a Leadership Germantown board member.

Leadership Germantown requested a temporary beer permit to serve beer at their annual Trivia Night at the Great Hall & Conference Center, to be held on Saturday, March 24, 2018.

Mayor Palazzolo opened the public hearing.

Laurie Whitney, 8869 Darby Dan, Chairman of the Leadership Germantown Board, stated that Trivia Night is their only fund raiser. The funds go towards supporting their operations.

Mayor Palazzolo closed the public hearing.

Motion by Mr. Barzizza, seconded by Mr. Janda, to approve a temporary beer permit allowing the sale of beer on publicly owned property at Leadership Germantown's Trivia Night, Saturday, March 24, 2018, between the hours of 6 p.m. and 10:30 p.m.

ROLL CALL: Barzizza=yes, Gibson=recused, Massey=no, Owens=yes, Janda=yes. Motion approved.

Mayor Palazzolo adjourned the Beer Board meeting and convened as the Board of Mayor and Aldermen. Alderman Gibson returned to the dais.

**CONSENT**

**Appointment to the Great Hall & Conference Center Advisory Commission**

There is currently one vacancy on the Great Hall & Conference Center Advisory Commission. Ms. Melanie Oest has expressed her desire to serve on this commission.

MOTION: To approve the appointment of Ms. Melanie Oest to serve on the Great Hall & Conference Center Advisory Commission until December 31, 2018.

**Appointments to the Personnel Advisory Commission**

There are currently two vacancies on the Personnel Advisory Commission. Mr. Howard Cleveland and Ms. Diane Heyman have expressed their desire to serve on this commission.

MOTION: To approve the appointment of Mr. Howard Cleveland and Ms. Diane Heyman to the Personnel Advisory Commission to serve until December 31, 2018.

**Appointment to Shelby County Board of Equalization**

This agenda item is to recommend that Floyd R. Ramage, 1829 Oak Hill Cove, be reappointed to serve as the City of Germantown's representative on the Shelby County Board of Equalization. The two-year term will expire on April 30, 2020.

MOTION: To appoint Floyd R. Ramage as the City of Germantown representative to the Shelby County Board of Equalization for a term of two (2) years to expire on April 30, 2020.

**Authorization Competitive Sealed Proposal – Police Indoor Firing Range**

The purpose of this agenda item is to authorize the use of the competitive sealed proposal process to identify solutions to update the bullet trap system and target system in the Police Indoor Range that are original to the facility.

MOTION: To authorize the City to use the competitive sealed proposal process to identify solutions to update the bullet trap system and target system in the Police Indoor Firing Range.

**Contract – GAC & GPAC Chiller Repairs**

The purpose of this agenda item is to request services to repair chiller #1, which provides cooling to the Germantown Athletic Club (GAC) and the Germantown Performing Arts Center (GPAC), with Integrity Mechanical Solutions LLC in the amount of \$19,533.00.

MOTION: To authorize services to repair chiller #1, which provides cooling to the Germantown Athletic Club and the Germantown Performing Arts Center, with Integrity Mechanical Solutions LLC in the amount of \$19,533.00.

**PEG Disbursement to GMSD - 2nd Quarter**

The City of Germantown receives Public, Education and Government (PEG) funding from Comcast and AT&T based upon the number of subscribers on a quarterly basis. The funds are redirected to the PEG designated station by the City to the Germantown Municipal Television Station. The funds from the second quarter of fiscal year 2018 are from October 1, 2017 through December 31, 2017. The documentation is to be maintained by GMSD for all capital purchases for the PEG station. These funds will ensure that quality equipment will be purchased and used by the students.

MOTION: To authorize the transfer of funds from the PEG collected by the City to the Germantown Municipal School District in the amount of \$45,109.21.

**Purchase – Annual Fire Alarm Protection Services**

This agenda item is to purchase annual fire alarm protection services provided by Simplex Grinnell in the amount of \$10,710.85. Last year, the Board approved services to City-owned buildings that are equipped with fire alarm systems. Fire sprinkler systems are due for annual inspections and testing as required by State law. Simplex Grinnell is our current vendor.

MOTION: To approve annual fire alarm protection services provided by Simplex Grinnell, based on established unit pricing from the NJPA Cooperative Contract # 031517-SGL, in the amount of \$10,710.85 for a one-year period.

**Purchase – Hook Lift Truck**

The purpose of this agenda item is to purchase one new 2018 Ford F-550 Hook Lift Truck, equipped with one platform body, one dump body and one chipper body in the amount of \$107,036.00. Any type of attachment, such as spreaders and chemical sprayers, can be modified to adapt to a hook lift system. The operator can load, unload or change bodies without leaving the truck cab. This should increase efficiency and productivity while cutting down on operational costs and maintenance.

MOTION: To approve the purchase one new 2018 Ford F-550 Hook Lift Truck, equipped with one platform body, one dump body and one chipper body in the amount of \$107,036.00 from National Auto Fleet Group and declare unit 5014 as surplus property.

**Purchase – Network Switch Replacement**

This agenda item is to request authorization to enter into an agreement with CDW Government in the amount of \$40,805.88 for replacement of network equipment, a pro-rated maintenance agreement and licensing to cover the new equipment. This project will replace five network switches with current technology standards including redundancy.

MOTION: To authorize the Mayor to enter into an agreement with CDW Government in the amount of \$40,805.88 for replacement of network equipment, a pro-rated maintenance agreement and licensing to cover the new equipment, approve Budget Adjustment No. 18-45, and declare the replaced equipment as surplus.

**Purchase – Non-Inventory Janitorial Items**

Janitorial items that are not inventoried, such as entrance mats, dust mops, shop towels, along with towels and wash cloths for jail services, have a significant impact on the level of service and safety in City buildings. These items are scheduled to be replenished every week. Due to the ongoing use of these items, it is more cost effective to have a full-service rental of these items through National Joint Power Alliance (NJPA) cooperative pricing. UniFirst Corporation, has the cooperative janitorial supply contract with NJPA.

MOTION: To approve annual services provided by UniFirst Corporation, based on established unit pricing from the NJPA cooperative contract # 062415-UFC, in the amount of \$16,843.84 for a one-year period.

**Purchase – Police Department Mobile Data Terminals**

The purpose of this agenda item is to purchase six mobile data terminal systems and one backup system in the amount of \$30,590.30 from Brite Computers. In-car computer systems allow the Police Department to use computer technology in daily field operations. The use of this equipment would enhance the ability of the department to respond to calls for service, take offense reports and utilize internet law enforcement sites.

MOTION: To authorize the purchase of six mobile data terminal (MDT) systems and one backup MDT in the amount of \$30,590.30 from Brite Computers on National Cooperative Purchasing Alliance (NCPA) Contract number 01-65.

**Purchase – Printing and Mailing Services**

This agenda item is to request authorization to utilize the City of Sevierville's Production Agreement with DataProse for printing, stuffing and mailing utility bills in an amount not to exceed \$127,800.00. The City of Sevierville, Tennessee has used DataProse since 2009. Both DataProse and the City of Sevierville have agreed to allow the City to "piggyback" off the contract they have in place. The City utilizes statewide

contracts or cooperative purchasing agreements to purchase services or products saving considerable time and resource savings for participating member agencies.

MOTION: To authorize the use of City of Sevierville, Tennessee's Production Agreement with DataProse for printing, stuffing and mailing utility bills in an amount not to exceed \$127,800.00.

**Services Contract - Post and Rail Fencing Materials and Installation**

The purpose of this agenda item is to request authorization to contract with Columbus Fence Company LLC., for the purchase and installation of post and rail fencing at three designated parks and additional fencing inventory in the amount of \$29,126.50. This request is a continuation of replacing broken or unsafe fencing areas in city parks and greenways.

MOTION: To authorize the Mayor to enter into a contract with Columbus Fence Company, LLC., for the purchase and installation of post and rail fencing at three designated parks and additional fence inventory in the amount of \$29,126.50.

Motion by Mr. Janda, seconded by Ms. Gibson, to approve the items on the consent agenda as written.

ROLL CALL: Barzizza-yes, Gibson-yes, Massey-yes, Owens-yes, Janda-yes. Motion approved.

**REGULAR**

Alderman Gibson stepped down from the dais. She is a Leadership Germantown board member.

**Grant – Leadership Germantown**

The fiscal year 2018 budget includes \$13,600.00 intended to support the activities of Leadership Germantown. The six-month leadership development program features 12 class sessions that involve individuals by exposing them to city services, engaging in community issues and providing a framework for meeting future leadership opportunities. Participants are selected based on leadership potential and desire for more community involvement. Class members are prominent in area businesses, homeowners' associations, churches and philanthropies. Action by the Board of Mayor and Aldermen is necessary to complete the transaction.

Motion by Mr. Janda, seconded by Mr. Owens, to approve payment of a grant to Leadership Germantown in the amount of \$13,600.00.

ROLL CALL: Barzizza-yes, Gibson-recused, Massey-no, Owens-yes, Janda-yes. Motion approved.

Alderman Gibson returned to the dais.

**Construction Contract - Farmington Park East Field Renovation**

The purpose of this agenda item is to enter into a construction contract with Ambassador Construction Co. LLC for the Farmington Park East Field Renovation. Over time the City has entered into multiple agreements with GMSD, Shelby County and City Sport Providers granting field access year round for various sporting events. Currently, the field is made up of T-10 Bermuda turf with a sand base, which is very vulnerable in the dormant stage especially during a rainy season. The recommended improvements will include laser grading for proper drainage, amending the soils for proper growing nutrients, running irrigation to improve growing conditions, and sod with 419 Bermuda for a surface that will sustain year round play.

Motion by Mr. Barzizza, seconded by Mr. Owens, to approve a construction contract with Ambassador Construction Co. LLC in the amount of \$147,000.00 for the Farmington Park East Field Renovation and to

approve Budget Adjustment No. 18-44.

ROLL CALL: Barzizza-yes, Gibson-yes, Massey-yes, Owens-yes, Janda-yes. Motion approved.

**Service Contract - Landscape Management and Mowing Services**

This item is to enter into a three-year contract with Sun Group Services, Inc. in the amount of \$494,075.00 per year. In 1994, the City contracted to maintain the turf areas of municipal buildings, rights of ways and medians. Over the years, parklands and greenways were added to the contract along with additional medians. In 2001, the City contracted for landscape maintenance, seasonal flowers and irrigation. Since outsourcing these services, the landscape and mowing has helped beautify the streetscape, municipal grounds, parks and greenways at the quality level desired by residents for the past 24 years.

Motion by Ms. Gibson, seconded by Mr. Owens, to authorize the Mayor to enter into a three-year landscape management and mowing services contract with Sun Group Services, Inc. in the amount of \$494,075.00 per contract year.

ROLL CALL: Barzizza-yes, Gibson-yes, Massey-yes, Owens-yes, Janda-yes. Motion approved.

**Memorandum of Understanding – Financing and Construction of Administration Building for the Germantown Municipal School District**

This agenda item is to consider the approval of a Memorandum of Understanding between the City and the School District (GMSD) for the financing and construction of a new Administration building. Since GMSD was established in 2014, the District has been leasing space for administrative offices and public meetings at Carrefour. To establish a permanent location that will meet the existing and future needs of the District, GMSD is requesting the City's assistance in financing the construction of an administration building adjacent to the new elementary school at Forest-Hill Irene Rd. The building, which would primarily include offices, conference rooms, and public meeting spaces, would be closer to the majority of GMSD schools, and provide greater accessibility for families and visitors.

Motion by Ms. Gibson, seconded by Mr. Janda, to authorize the mayor to enter into a Memorandum of Understanding between the City of Germantown and the Germantown Municipal School District in regards to the financing and construction of a new GMSD Administration building.

ROLL CALL: Barzizza-yes, Gibson-yes, Massey-yes, Owens-yes, Janda-yes. Motion approved.

Meeting adjourned.

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Mike Palazzolo, Mayor

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Michele Betty, City Clerk/Recorder