

BOARD OF MAYOR AND ALDERMEN

August 26, 2019

The regular meeting of the Board of Mayor and Aldermen was held on Monday, August 26, 2019, at 6 p.m. in the Council Chambers at City Hall.

Mayor Mike Palazzolo was present and presiding.

The following aldermen were present: Scott Sanders, Mary Anne Gibson, Dean Massey, Forrest Owens and Rocky Janda. Staff present: Jeff Beaman, Pam Beasley, Michele Betty, Paul Chandler, Reynold Douglas, Tim Gwaltney, Richard Hall, Jason Huisman, Patrick Lawton, Mac McCarroll, Bo Mills, Daniel Page, Sheila Pounder, Emily Rozar, Dr. Charles Schulz, John Selberg and Steve Wilensky.

Invocation

Jason Huisman led the invocation.

Pledge of Allegiance

Alderman Sanders led the Pledge of Allegiance.

Set Agenda

Any changes to the agenda must be set before the meeting.

During the executive session, the Administration requested that Item No. 10 Ordinance No. 2019-13 – Amendment to Subdivision Ordinance Chapter 17 – Section 17-56 (Streets) – Third and Final Reading be differed.

Motion by Mr. Janda, seconded by Ms Gibson, to move from the regular agenda Item No. 11 Professional Services Agreement – FY20 On-Call Engineering Services to the preliminary agenda.

ROLL CALL: Sanders-no, Gibson-no, Massey-no, Owens-no, Janda-yes. Motion failed.

Motion by Mr. Massey, seconded by Mr. Sanders, to move from the preliminary agenda Item No. 9b Authorization Competitive Sealed Proposal – Public Art Consulting Services to the regular agenda.

ROLL CALL: Sanders-yes, Gibson-no, Massey-yes, Owens-no, Janda-no. Motion failed.

Motion by Mr. Massey, seconded by Mr. Sanders, to move from the preliminary agenda Item No. 9d Contract – Watkins Theater Hallway and Lobby Renovation to the regular agenda.

ROLL CALL: Sanders-yes, Gibson-no, Massey-yes, Owens-no, Janda-no. Motion failed.

Motion by Mr. Massey, seconded by Mr. Sanders, to move from the preliminary agenda Item No. 9j Purchase – Portable Emergency Generator to the regular agenda.

ROLL CALL: Sanders-yes, Gibson-no, Massey-yes, Owens-no, Janda-no. Motion failed.

Motion by Ms Gibson, seconded by Mr. Janda, to approve the August 26, 2019 agenda as amended.

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

Approval of Minutes

Approval is requested of the minutes of the regular meeting held August 12, 2019.

Motion by Mr. Sanders, seconded by Mr. Janda, to approve the August 12, 2019 minutes as amended.

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

Citizens to be Heard

No citizens came forward.

Special Recognition – Beautification Commission Business Award

Riveroaks Reformed Presbyterian Church, located at 1665 South Germantown Road, is the recipient of the August Beautification Commission Business Award.

Alderman Liaison Reports

The Aldermen reported on their commission activities.

PRELIMINARY AGENDA

Appointment to the Beautification Commission

There is currently one vacancy on the Beautification Commission. Tammy Davis has expressed her desire to serve on this commission.

MOTION: To approve the appointment of Tammy Davis to serve on the Beautification Commission with a term ending December 31, 2019.

Authorization Competitive Sealed Proposal – Public Art Consulting Services

The City was awarded the Our Town Grant from the National Endowment for the Arts for the creation of the public art master plan. The grant is for \$50,000.00. As part of the grant requirements, the City matched the \$50,000.00, creating a total of \$100,000.00. A consultant with extensive experience in the development of a public art master plan will be contracted to assist with the project. The selected consultant will gather and use broad public and City involvement in the creation of the plan.

MOTION: To authorize the City to use the competitive sealed proposal process to identify and select a public art consultant.

Authorization Competitive Sealed Proposal – Well and Pump Maintenance Services

The City utilizes twenty wells to retrieve groundwater from the Memphis Sands Aquifer that is then piped to one of the City's two water treatment plants to be treated. Some of the services needed to properly maintain wells and pumps include annual inspection, pulling and breaking down, and repairs as needed. The City relies on contractors to provide these services. In order to be proactive in procuring these services, Public Works has requested this authorization to utilize the competitive sealed proposal process to secure well and pump maintenance services.

MOTION: To authorize the City to use the competitive sealed proposal process to identify and select a well and pump maintenance services provider.

Contract – Watkins Theater Hallway and Lobby Renovation

In 2018, the rehearsal hall, also called the black box, was named The Watkins Theater. This space has been dedicated as an arts educational space. As part of providing better customer experience to the educational space, the north hallway will be transformed into an attractive and multi-use lobby. The overall scope of the improvements will include: demolition of a single occupancy restroom, new entrance doors, ceiling replacements, lobby chandelier wall coverings, and a multi-use customer service desk. These improvements will also compliment the entrance from the GPAC Grove Outdoor Venue into the main building.

MOTION: To authorize a contract with Grinder Taber Grinder for improvements to the Watkins Theater lobby for the base bid amount of \$100,000.00 and for Alternate No. 1 for hallway renovation in the amount of \$14,400.00 for a total amount of \$114,400.00 and to approve Budget Adjustment No. 20-7.

Donations – Germantown Community Library

The Germantown Community Library works in partnership with many local organizations and individuals to

provide top quality services to its patrons. The donation from the Germantown Women's club is designated for the enhancement of our youth services programs. The donation from The Havasta Family was given to honor the memory of library patron M. E. Bond. The \$500.00 given by Cathy Riiska, Bill Goetz and Liz Foster was given to honor the memory of their mother, Phyllis Dorothy Tuck Goetz. They have designated the funds be spent on books for the collection. Friends of the Germantown Community Library have directed their donation be divided as follows: \$1,800.00 for The Big Read and \$300.00 for adult programs related to The Big Read.

MOTION: To approve donations of \$3,417.00 to the Germantown Community Library and to approve Budget Adjustment No. 20-6.

Donations – Kiwanis Club of Germantown – Flood Relief

In the aftermath of the June 7th flood, the City of Germantown, Shelby County Government, businesses and individuals have come forward with financial assistance for the flood victims. The following individuals and organizations have contributed these donations: Library Systems and Services \$2,500.00, Donald and Joyce Gallant \$50.00 and Jerry and Polly York \$20.00. All funds contributed are provided to the Kiwanis Club of Germantown for distribution.

MOTION: To approve donations of \$2,570.00 to the Kiwanis Club of Germantown and to approve Budget Adjustment No. 20-09.

Grant – Shelby County Books from Birth

Since 2005, Shelby County Books from Birth has been enrolling children into the Imagination Library at no charge to parents or the community. In Germantown, 97.6% of households with children under the age of five years are enrolled. Over 1,887 children in Germantown receive a new book in the mail each month at no charge. As part of the FY20 Budget, a \$12,135.00 grant was included in civic support to support the program.

MOTION: To authorize payment in the form of a grant to Shelby County Books from Birth in the amount of \$12,135.00.

Purchase – Concrete Repair – Drainage Lateral E

The effects of the June 7, 2019 storm were most severe for the areas along the City's largest drainage tributary, Drainage Lateral E. The amount of rain that fell in this area over a short duration of time overwhelmed the City's infrastructure, causing up to four and half feet of flooding. The velocity of the flood waters in the drainage lateral were moving at such a high velocity at the peak of the storm that some sections of the concrete bottom were displaced. The concrete sections are designed to convey a large amount of storm water along this open concrete channel. These concrete sections that line the bottom of the ditch are made of dense reinforced concrete material and weigh approximately five tons per section. These areas were damaged and are in need of repair.

MOTION: To approve the engineering services provided by A2H in the amount of \$17,000.00 and the repair of concrete sections within Drainage Lateral E by Nabholz, Construction Services LLC in the amount of \$662,804.20, for a total amount of \$679,804.20.

Purchase – Custodial Services – GHCC & Fire Station No. 4 Training Area

ABM Janitorial Services provides custodial cleaning services for Fire Station No. 4 training area and the Great Hall & Conference Center. The term of this contract is for nine (9) months only so that it will run concurrently with the term of the 1GPA Cooperative contract which expires on June 1, 2020. This contract contains one more option to extend for a twelve month period at the City's option.

MOTION: To purchase contracted cleaning services provided by ABM Janitorial Services, based on established unit pricing from the 1GPA Cooperative Contract No. 16-08V-01 in the amount of \$40,846.41 for Great Hall & Conference Center and \$4,168.44 for Fire Station No. 4 training area for a period of nine (9) months beginning September 1, 2019 through June 1, 2020.

Purchase – Portable Emergency Generator

The portable generator is equipped with its own fuel supply tank. It can be used when utility electricity is unavailable, such as special events or outdoor venues. This type of generator can also be used for emergencies or backup where either a redundant system is required or no generator is on site.

MOTION: To approve the purchase of one new 2019 Caterpillar Portable Emergency Generator Model XQ425BM from Thompson Power in the amount of \$199,591.51.

Purchase – Replacement Ambulance

This replacement ambulance purchase was included in the FY20 Capital Improvement Program to replace Ambulance F-174. The new ambulance, once placed into service, will be assigned to operate out of Fire Station No. 2 on Dogwood Road. This purchase allows the Fire Department to maintain six (6) ambulances. Three (3) of these ambulances are staffed full-time and three (3) are backup ambulances that are staffed during times of heavy call volumes. Unit F-174 will also be declared as surplus and will be used for replacement parts for the remaining ambulances. This purchase was included in the FY20 Capital Improvement Program.

MOTION: To approve the purchase of one (1) 2019, Type 1 Ambulance in the amount of \$279,326.57 from Emergency Vehicle Specialists (EVS), representing Wheeled Coach Ambulance, as per the HGACBuy Quote and Contract AM10-18 and declare F-174 as surplus City property.

PEG Disbursement to GMSD – 4th Quarter

The City of Germantown receives 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 fourth quarter of fiscal year 2019 are from April 1, 2019 through June 31, 2019. 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 disbursement of PEG funding collected by the City to Germantown Municipal School District in the amount of \$41,237.97.

Motion by Mr. Janda, seconded by Ms. Gibson, to approve preliminary agenda as read.

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

REGULAR

Ordinance No. 2019-13 – Amendment to Subdivision Ordinance Chapter 17- Section 17-56 (Streets) – Third and Final Reading - DEFERRED

An application for a subdivision text amendment was filed at the request of the Planning Commission to amend the language in the City Code. The approval of this proposed text amendment will make specific changes to the requirements for the minimum design standards for dead-end streets within new developments to align with the changes being made to the City's Fire Code.

Professional Services Agreement – FY20 On-Call Engineering Services

In an effort to supplement staff's efforts, the City has been using an outside engineering firm for on-call engineering services since 2006. Typical tasks that have been performed under the on-call services contract are traffic and transportation planning/design and the development of construction cost estimates, bidding and construction phase services; and landscape architecture services.

Motion by Mr. Janda, seconded by Ms. Gibson, to authorize the Mayor to enter into a professional services agreement for on-call engineering services with Kimley-Horn & Associates, Inc. in an amount not to exceed \$65,000.00 for FY20.

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

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Meeting adjourned.

Mike Palazzolo, Mayor

Michele Betty, City Clerk/Recorder