

## **BOARD OF MAYOR AND ALDERMEN**

**June 8, 2020**

The regular meeting of the Board of Mayor and Aldermen was held on Monday, June 8, 2020, at 6 p.m. via live streaming. Meeting electronically was necessary to protect public health, safety and welfare in light of the COVID-19 pandemic.

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: Michele Betty, Reynold Douglas, Tony Fischer, Patrick Lawton, Mac McCarroll, Bo Mills, Cameron Ross, Adrienne Royals and John Selberg.

### **Call to Order**

The Mayor called the meeting to order.

### **Invocation**

The invocation was led by City Administrator Patrick Lawton.

### **Statement from Mayor Palazzolo**

All local governing bodies in the State of Tennessee have been impacted by the COVID-19 pandemic. Germantown is no exception. In an effort to carry out its governance and operational responsibilities lawfully, and effectively, while also considering the protection of public health, safety and welfare, the Germantown City Administration has taken steps to conduct Board of Mayor and Aldermen and other public meetings electronically. These actions were taken in response to Governor Bill Lee's Executive Order 16, reaffirmed recently in Executive Order 34, which suspended the requirements of the Tennessee Open Meetings Act to the extent necessary to allow governing bodies subject to the act to meet and conduct essential business by electronic means.

The Germantown Board of Mayor and Aldermen has determined that meeting electronically is necessary to protect the health, safety and welfare of its citizens in light of the COVID-19 pandemic.

Further, notice of such electronic meetings has been, and will continue to be, published in the same manner as is currently used for regular meetings. The public is also, and will continue to be, able to view the agenda and have live access to the actual meetings by electronic means, by logging in to Germantown's website, and by clicking the appropriate link. Video recordings of the meetings will be made available as soon as practicable after each meeting on the City's website at [www.germantown-tn.gov](http://www.germantown-tn.gov).

These measures are temporary, and are due to expire no later than June 30, 2020, unless further action is taken by Governor Lee.

### **Set the Agenda**

The Board was asked to set the agenda for the meeting.

Motion by Mr. Sanders, seconded by Ms. Gibson, to approve the June 8, 2020 agenda.

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

### **Approval of Minutes**

#### **Approval is requested of minutes of the regular meeting held April 27, 2020.**

Approval was requested of the minutes of the regular meeting held April 27, 2020.

Motion by Ms. Gibson, seconded by Mr. Sanders, to approve the minutes of the Board of Mayor and Aldermen regular meeting held April 27, 2020.

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

#### **Approval is requested of minutes of the regular meeting held May 11, 2020.**

Approval was requested of the minutes of the regular meeting held May 11, 2020.

Motion by Mr. Janda, seconded by Ms. Gibson, to approve the minutes of the Board of Mayor and Aldermen regular meeting held May 11, 2020.

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

**Citizens to be Heard**

Ms. Ruth Crawford, 2105 Rolling Valley Drive, came forward to compliment City staff and City services.

**PRELIMINARY AGENDA**

**PEG Disbursement to GMSD – 2<sup>nd</sup> and 3<sup>rd</sup> Quarter**

The City 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.

MOTION: To authorize the disbursement of PEG funding collected by the City to Germantown Municipal School District in the amount of \$79,814.88.

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

The BMA approved a contract with ABM Janitorial Services (ABM) on November 26, 2012, with a start date of January 1, 2013. The contract term was for two years with three 12-month extensions. This contract expired on December 31, 2017. From that time to present, the City has utilized cooperative pricing for these services. Each year, the staff reviews the services provided by ABM to ensure that they are acceptable and are meeting the needs of the department.

MOTION: To authorize the purchase of contracted cleaning services provided by ABM Janitorial Services based on established unit pricing from the 1GPA Cooperative Contract No. 20-01PV in the amount of \$54,461.88 for Great Hall & Conference Center and \$5,557.92 for Fire Station No. 4 Training Area for a period of twelve (12) months beginning July 1, 2020 through June 30, 2021.

**Purchase – Network Annual Maintenance**

The City currently has maintenance contracts for internet firewalls, network hardware and phone system licensing that provides connectivity to various City facilities. The maintenance contracts will provide security through coverage for the entire City network and licensing required for equipment associated with the City phone system.

MOTION: To authorize the renewal of a maintenance contract with CDW Government in the amount of \$51,808.56 for the City's network hardware and phone system licensing.

**Purchase – Public Safety Software Annual Maintenance**

The City has maintained a software maintenance agreement with Tyler Technologies, previously New World Systems, Inc., since implementing software in 1994. This annual maintenance allows for periodic software updates and system support 24 hours a day, seven days a week. Coverage ensures constant support for Police and Fire staff.

MOTION: To approve the annual software maintenance with Tyler Technologies, Inc. in the amount of \$147,159.68.

**Reimbursement – 911 Digital Voice Recorders Project**

On September 9, 2019, the Board authorized the City to enter into an agreement with Stonehenge Properties, LTD dba Revcord to purchase replacement 911 digital voice recorder hardware/software and support in the amount of \$54,128.00. The system included a recording system for both the primary Public Safety Answering Point (PSAP) and the backup PSAP at Fire Station 4. Shelby County 9-1-1 Emergency

Communications District agreed to reimburse the City 100% for the project.

MOTION: To recognize and accept \$54,128.00 from Shelby County 9-1-1 Emergency Communications District for reimbursement of the 911 Digital Voice Recorders project and to approve Budget Adjustment No. 20-124.

**Reimbursement – Overtime Police**

The Germantown Police Department has an officer assigned to the Secret Service Task Force (SSTF). The mission of the SSTF is the prevention, preemption, deterrence and investigation of serious criminal acts that affect federal and local interests, and to disrupt and prevent serious criminal acts and apprehend individuals who may commit or plan to commit such acts. The officer usually works overtime in the performance of his duties. The Task Force reimburses any overtime that the officer receives while carrying out his/her duties.

MOTION: To recognize overtime reimbursement from the Department of Homeland Security in the amount of \$3,001.00 and to approve Budget Adjustment No. 20-142 for a total adjustment of \$3,001.00.

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

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

**REGULAR**

**Ordinance No. 2020-2 Year-end Budget Adjustments - Second Reading and Public Hearing**

At the end of the fiscal year, year-end budget adjustments are required to be made in order to avoid budget and fund overruns in the various funds. These adjustments recognize various overruns, underruns, project acceleration and deferrals that have already received the Board of Mayor and Aldermen's approval.

Mayor Palazzolo opened the floor for the public hearing. Having no one come forward, the Mayor closed the public hearing.

Motion by Mr. Janda, seconded by Mr. Owens, to approve Ordinance No. 2020-2 for year-end budget adjustments on second reading.

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

**Ordinance No. 2020-4 Germantown Municipal School District Year-end Budget Adjustments – Second Reading and Public Hearing**

At the end of the fiscal year, year-end budget adjustments are required to be made in order to avoid budget and fund overruns in the various funds for the Germantown Municipal School District. The Germantown Municipal School District yearly budget adjustments have been approved by the Germantown Municipal School Board.

Mayor Palazzolo opened the floor for the public hearing. Having no one come forward, the Mayor closed the public hearing.

Motion by Ms. Gibson, seconded by Mr. Janda, to approve Ordinance No. 2020-4 for Germantown Municipal School District year-end budget adjustments on second reading.

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

**Ordinance No. 2020-6 Rezoning of a Three-Acre Parcel ("RE" Residential Estate to "R" Low-Density Single-Family Residential) - First Reading**

In 2017, the 38.17-acre undeveloped property was approved to be developed as an elementary school and school district offices for Germantown Municipal School District (GMSD). The northeastern three-acre

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portion of the GMSD property has remained undeveloped. In order for these three acres to be developed consistently with the rest of the proposed single-family residential development on the property to the north, the applicant is requesting that these three acres be rezoned to "R" Low-Density Single-Family Residential.

Motion by Mr. Owens, seconded by Mr. Janda, to approve Ordinance 2020-6 on first reading and set the public hearing for July 13, 2020.

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

Meeting adjourned.

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Mike Palazzolo, Mayor

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Michele Betty, City Clerk/Recorder