

Minutes of the Meeting
Of the Board of Mayor and Aldermen
Of the Town of Thompson's Station, Tennessee
September 11, 2012

Call to Order:

The meeting of the Board of Mayor and Aldermen of the Town of Thompson's Station was called to order at 7:00 p.m. on the 11th day of September, 2012, at the Thompson's Station Community Center with the required quorum. Members and staff in attendance were: Corey Napier, Mayor; Ron Barrett, Alderman; Sarah Benson, Alderman; Brinton Davis, Alderman; Nina Cooper, Alderman; Greg Langeliers, Town Administrator; Doug Goetsch, Town Recorder; Todd Moore, Town Attorney; and Leah Dennison, Town Clerk; Wendy Deats, Town Planner joined the meeting at 7:15 p.m.

Mayor Corey Napier opened the meeting with a Moment of Silence in remembrance of the events of September 11, 2001.

Pledge of Allegiance.

Minutes:

The minutes of the August 14, 2012 meeting were previously submitted. Alderman Cooper made a motion to accept the minutes as submitted. Alderman Benson seconded the motion and the minutes were unanimously approved.

Announcements:

Mr. Langeliers announced that there would be a run and bicycle race on the new section of Highway 840 on Saturday, October 13. The kickoff point for the run/walk is Tollgate Village, and bicycle race was based out of Leiper's Fork. Both races have been approved by TDOT Commissioner John Schroer. The road is set to open to vehicular traffic on November 2, 2012.

Mr. Langeliers said Mrs. Deats would give an update on Fall Festival preparations later in the meeting.

Town Administrator's Report:

Mr. Langeliers referenced Mr. Meyer's report on the wastewater facility repairs currently underway. He also said that staff was preparing to advertise for bids for re-topping Thompson's Station Road West. He noted that bids would be opened [on September 18] for the second phase of Safe Routes to School. He said that the town had been working with leadership in Spring Hill to connect their two projects in Spring Hill's Tanyard Springs subdivision. Spring Hill's project would be an elevated walkway, while Thompson's Station would be ground level. Mr. Langeliers said that he would like for the Board to take some kind of official action generally acknowledging the town's intent to cooperate with Spring Hill in seeing the projects connect. Mr. Langeliers said he was available for any questions.

Town Recorder's Budget Report: (copy on file)

Mr. Goetsch referenced the financial statements provided to the Board in their packets. He said the cash balance was still in a strong position at around \$3.5 million and that the town was

tracking closely to budget. He noted that later on the agenda was an item to amend the budget to reflect more updated projections for the cost of the wastewater facility repairs. He said he was available for questions.

Mrs. Benson asked whether the electrical expenditure was about average for running the blowers full tap.

Mr. Goetsch said that cost reflects two months of use.

Mr. Meyer said that going forward, the blowers will be running all the time, so that was probably a good estimate for the ongoing cost.

Mr. Napier referenced the building permit report and asked how closely the town was tracking to its projections.

Mr. Goetsch said the town had a budget projection for \$150,000 in building permit revenue for the entire year and had already reached \$50,000.

Old Business:

Mr. Langeliers said Mr. Paul Crites was in the audience and had come to address the Board regarding use of the Community Center on a semi-regular basis. He requested that Mr. Crites be allowed to address the Board now instead of waiting until the end of the meeting for Community Input and Concerns, and it was granted.

Mr. Langeliers said the Town staff and Board would probably need to work on developing a plan for routine uses of the Community Center, as demand would likely increase with the upcoming extension of sewer to the facility. He noted that the town's current rental policy was designed for single events as opposed to ongoing, regular uses.

Mr. Langeliers said Mr. Crites wanted to invite the community to listen to inspirational speaking and readings from faith-based books that he's written.

Mr. Paul Crites came before the Board and introduced himself as a new resident and homeowner since the beginning of the summer. He said he has been traveling and speaking for more than 30 years and had also worked in education as president of a college and a chancellor of an international school. He said he has written several Christianity-based books about leadership and personal development. He handed out a book to each Board member.

He said he had been looking for an opportunity to speak to groups on Sundays at a home venue so as to reduce his traveling.

Mrs. Cooper said she thought it was a great idea and did not foresee any problems.

Mrs. Benson asked whether Mr. Crites was seeking a waiver of the usual rental fee.

Mr. Langeliers said that hadn't been discussed yet. He said that normally the rental fee for a 501(c)(3) was \$50 with a \$250 deposit.

Mr. Crites said he was open to whatever the town came up with and that money was not the motivation; he said he was just trying to find a building that was available.

Mr. Langeliers noted that the only routine uses of the Community Center so far were the Board and Planning Commission meetings and the Life After 50 group on Thursdays.

Mr. Moore asked whether the town had any policy regarding how far in advance the Community Center could be booked.

Mr. Langeliers said that the town did not yet have a specific policy, and that demand had been limited so far due to the septic situation. He said he could foresee increased demand for the facility that would necessitate a more specific policy with sewer service coming in the next couple of months. Larger events such as weddings and parties and potentially gatherings of this nature had been sometimes a prohibitive concern with the septic, but there would be more possibilities for these types of events once sewer service was implemented. He said it was staff's intention to revisit this policy in light of the sewer extension.

Mr. Goetsch said there had been interest from various church groups wanting to come in on Sundays and wanting to arrange for a long-term regular use of the Community Center as a church venue. He said the town had resisted that so far, due to the septic limitations but also because choosing one group over the next could be problematic and difficult to administer fairly. He said Mr. Moore's point about developing a policy for how far forward a group could book was a good point and something that did need to be addressed.

Mr. Napier said that because these broader policy issues would not be settled tonight, his suggestion for the meantime would be to proceed with rentals on month-by-month basis while town staff and leadership revisit these issues.

Mr. Crites said, in reference to concerns about the numbers of people in attendance, he was not looking to amass a large group and would consider a good turnout in the vicinity of 20-25 people.

Mr. Langeliers said that attendance level was not a concern as far as septic and that Mr. Crites could proceed with booking a month at a time with the current fees as availability allows.

Other Old Business:

Mrs. Deats announced that the groundbreaking for Shelter Insurance had recently taken place and they had been issued a grading permit.

Mrs. Deats said plans for the Fall Festival on September 29 were well underway and volunteers were still needed.

She also announced that the exercise stations for the town park were due to arrive on Monday and scheduled to be installed prior to the Fall Festival.

Mr. Napier asked whether there were any particular needs remaining for the Fall Festival.

Mrs. Deats said several volunteers were still needed to help park cars throughout the day. She noted that all the proceeds from the festival benefit the Thompson's Station Community Association, which has helped provide park equipment, landscaping and playground. She said people were welcome to commit to any block of time, as little as one hour and as long as they please.

Wastewater Plant Update:

Bruce Meyer with Sheaffer Wastewater Solutions, LLC reported that the liner material had arrived and installation was slated to begin next Monday, September 17, provided that it was not delayed by rain.

Mr. Meyer said it would be another three weeks of intense work, with liner installation complete by mid-October. It would probably take another month for installing the aeration. Mr. Meyer said he would keep the Board posted regarding any changes to the timeline and invited anyone who wished to come out and see the progress.

Mr. Meyer also said that preparations were underway for a reuse-type irrigation either at Tollgate or another property.

Regarding the permit irrigation area, Mr. Meyer said he'd met with TDEC representatives who governs the permit and got some good news that they could use a few more acres in the area. Mr. Meyer said he was working with Clifton and King to get drawings ready for a permit submittal package.

First Reading on Ordinance 12-009 to Amend the Town Budget for Fiscal Year 2012-2013

Mr. Goetsch referenced the packet and said the budget changes being proposed totaled \$507,500. Of this amount, \$500,000 was to be an interfund loan from the General Fund to the Wastewater Fund. The other \$7,500 was being added to the budget to cover the town's portion of expenses for the November election. Mr. Goetsch said that the town would not know the exact amount until probably January; this was a conservative estimate based on the cost of the last election being around \$6,700.

Mr. Goetsch added that no changes to the property tax rate were being proposed.

Mr. Goetsch said a few other budget changes may be proposed on Second Reading, but only minor changes.

Mrs. Benson asked whether the General Fund line item "Streets" in the amount of \$356,900 included or was in addition to the \$213,000 in the State Street Fund.

Mr. Goetsch said the amounts were separate, for a combined total of \$569,000 budgeted for care of roads.

There being no further discussion, motion to pass on First Reading Ordinance 12-009 was made by Alderman Davis, seconded by Alderman Benson, and it was unanimously approved. A Public Hearing and Second Reading was set for October 9, 2012.

Ordinance 12-010 to Amend Article II, Section 2306 and 2307 of the Town Zoning Ordinance to Increase Multi-Family and Non-Residential Building Heights

Mrs. Deats said the proposed changes came per a request from the Planning Commission. The current Ordinance allowed for the Planning Commission to increase height on a case-by-case basis, and there had been three non-residential site plans come in requesting additional height.

Mrs. Deats said the reasons for requesting increases in height were for parapets to screen mechanical equipment or to have space to house equipment inside the structure. The proposed changes would increase the maximum building height by ten feet (from 35 to 45 feet) but not increase the number of stories.

Mr. Napier asked why the Planning Commission thought that a height of 45 feet should be the rule and not the exception.

Mrs. Deats said the Planning Commission and Town Staff were seeing enough requests for building heights above 35 feet to make the standard worth revisiting, and that they thought it was more visually and architecturally desirable to allow for slightly taller buildings if it meant that rooftop mechanical equipment could be entirely screened.

Mrs. Benson said it the fact that there was no modification to the number of stories was an important point. She added that the discussion at the Planning Commission had focused mostly on commercial buildings.

Mr. Langeliers said that an increased building height for multi-family could allow for taller ceilings within the units, which ultimately would make for a more desirable multi-family product from the town's perspective.

Mr. Langeliers said that getting three or four requests in a row for minor increases in height had prompted the revisiting of the regulations. He said adding ten feet to the height seemed to make sense for the town and be more consistent with other places.

He said also that building heights should be considered relative to topography, and that fortunately the town had an Architectural Review Commission to also serve as a check and balance on that.

Mr. Napier said that the proposed revision would mean around a 25 percent increase for maximum building height. He said he was reminded of the Heritage Commons sign that was approved and is taller than what might be desirable.

Mrs. Benson said remaining consistent with the maximum of three stories was important; Mrs. Deats added that no one so far had requested an increase in the number of stories.

Mr. Langeliers added that a pitched roof is architecturally preferable to a flat roof as well, and that the Architecture Review Commission would have the opportunity to address these concerns individually as they arise.

After discussion, a motion to approve First Reading of Ordinance 12-010 and set a public hearing for October 9 was made by Alderman Cooper, seconded by Alderman Benson, and it was unanimously approved.

Second Reading of Ordinance 12-007 to Amend Article II of the Town Zoning Ordinance to Add Standards Governing the Development of Automotive Uses

Mrs. Deats explained that the current Zoning Ordinance did not provide standards for Automotive Uses. She said planning staff thought it important, going forward, to think through some scenarios for development that may occur along Highway 840, Columbia Pike and Lewisburg Pike, and to proactively create some standards that would allow for staff to appropriately regulate automotive uses. Mrs. Deats said the only change being proposed is to give "Standards for Automotive Uses" its own section—Section 2309—instead of including it under "Non Residential Standards." This proposal went before the Planning Commission in March, April, and June, and in June the Commission decided it was ready to go before the Board of Mayor and Aldermen. Mrs. Deats said the Planning Commission had found that, due to the high-impact of auto-related uses, these standards would be a necessary means to insure that the development of these uses occurs in a high-quality manner. Mrs. Deats said she was available for questions.

Mr. Davis noted that the Automotive Standards allowed for a building height of 25 feet and asked whether that would be subject to the increase in maximum height proposed in Ordinance 12-010.

Mrs. Deats said that it would not.

Public Hearing (as advertised in the September 2 edition of the Williamson AM newspaper, the town website and various postings around town): no one came forward to speak.

There being none wishing to speak, Mr. Napier closed the public hearing. A motion to approve Second Reading of Ordinance 12-007 was made by Alderman Davis, seconded by Alderman Barrett, and it was unanimously approved.

Second Reading of Ordinance 12-008 to amend Article 1 Section 1-203 of the Municipal Code regarding the duties of the Town Administrator

Mr. Moore explained that the duties of the Town Administrator were to be further clarified through this Ordinance, particularly to include the authority to hire and fire town employees, as is typical among other municipalities. Mr. Moore said these changes had been prepared in conjunction with Debra Grimes' consulting over the past few months and had been discussed internally.

Public Hearing (as advertised in the September 2 edition of the Williamson AM newspaper, the town website and various postings around town): no one came forward

There being none wishing to speak, Mr. Napier closed the public hearing. A motion to approve Second Reading of Ordinance 12-008 was made by Alderman Barrett, seconded by Alderman Benson, and it was unanimously approved.

Resolution 12-010 to Call for an Annexation Referendum and Approve a Plan of Services for a Five Acre Tract Located at 1655 Lewisburg Pike

Mrs. Deats said this request was being made by the property owner and resident. The Planning Commission had recommended approving this request at their last month's meeting.

Mrs. Deats said the Plan of Services to be offered upon annexation was the same as all the other properties the town has annexed--including police and fire, water, sewer, electric, natural gas, garbage collection, streets, planning and recreation--all of which are either done by town staff or contracted out through Williamson County.

Mrs. Benson noted that the reason said property could only be annexed by referendum was because it was outside the town's Urban Growth Boundary.

Mrs. Deats confirmed this and added that if the property had been within the UGB, the Town would be able to annex by Ordinance.

Mr. Napier asked whether there was a rezoning request along with the annexation request.

Mrs. Deats said there was not.

Mr. Napier said he was supportive of annexing this property, as it was contiguous to other Town property and adjacent to the Urban Growth Boundary. He said that the question down the road would be in regards to the Callie subdivision.

Mr. Langeliers said through the process of a previous annexation in the same area, letters had been sent to Callie homeowners. He said that the homeowners had not expressed a desire to be annexed at that time, as sewer was not readily available. Letters had not been sent to Callie homeowners regarding this annexation.

A motion to approve Resolution 12-010 was made by Alderman Benson, seconded by Alderman Davis, and it was unanimously approved.

Resolution 12-011 to consider approval of a contract with Gresham Smith and Partners for consulting engineering services related to Phase I of the Thompson's Station Greenway in the amount of \$162,186.00

Mr. Langeliers said several individuals had been part of a request for proposals or request for qualifications. Five different engineering firms had been interviewed. Gresham Smith and Partners team had come out with the best offer. Mr. Langeliers said Town Staff had met with them and reviewed an initial proposal of \$177,000+, and Staff had been able to work with them to get that number down to \$162,186.00. Mr. Langeliers said Staff's recommendation was to

move forward with this proposal, as opposed to moving to the number two bid. He said Gresham Smith was a well-qualified team for the job.

Mr. Langeliers said that when the request was first brought before the Board, there was a different set of policies in place regarding how TDOT handled soft match on an enhancement grant; under the former policies, the town was essentially responsible for a 20 percent match and could include in-kind costs.

Mr. Langeliers said when he approached the Board initially, he had estimated the town's out-of-pocket cost to be about \$150,000 to get the job done.

However, TDOT had since changed its policy to only cover 80 percent of construction and 80 percent of the CEI [Construction Engineering Inspection]. Mr. Langeliers said that changed the town's estimated out-of-pocket cost by about \$100,000, as now the survey, design and staff time was not reimbursable at all as in-kind expenses.

Mr. Napier said he was still supportive of trying to get this project done because it was a long-term investment in the community and still makes sense for a lot of reasons.

Mr. Napier asked that he and Mr. Moore have a chance to review the contract in detail and potentially negotiate the terms further post-meeting.

Mr. Moore said he had reviewed the contract generally and there was nothing in his opinion that looked problematic. He suggested making the motion to authorize the Mayor to sign the contract subject to further review and modification by himself and counsel, and that the contract was not to exceed the amount noted.

Mrs. Benson said she was concerned that the Board had not been apprised of the chosen route and was wondering whether staff was concerned about that making a difference in regards to the cost.

Mr. Langeliers said it was somewhat of a "chicken and egg" situation in that the contract was needed before staff could approach and negotiate with property owners, and that once the property owners were consulted, the route was indeed likely to change somewhat. He said, however, that the cost of this contract was based essentially on overall mileage of the route, which should not change much. He said there would likely be modifications along the way, and the specifics were subject to change; for example, it remained to be determined whether the route could cross the railroad tracks, which would affect the terminus of the route.

Mrs. Benson said she was concerned about the potential for the route to go through sensitive wetland area, which might incur additional construction costs to mitigate the impact.

Mr. Langeliers said he did not think this grant would provide enough money to get the route across the railroad tracks and upgrade the crossing to that area. He said maybe in later phases of the project this could be expanded.

Mrs. Benson said she appreciated all the time that staff had spent on this project.

Mr. Langeliers added that Mars had provided a gift of \$50,000 toward the project, which effectively reduced the Town's investment to around \$180,000, which wasn't that far off from the \$150,000 initially planned upon.

A motion to approve Resolution 12-011 to approve a contract with Gresham Smith and Partners for consulting engineering services related to Phase I of the Thompson's Station Greenway Project, not to exceed \$162,186.00 was made by Alderman Cooper

An amended motion to authorize the Mayor to further negotiate the terms of this agreement without changing the project amount of \$162,186.00 was made by Alderman Cooper, seconded by Alderman Benson and was unanimously approved.

Resolution 12-012 to consider approval of a contract with Civil & Environmental Consultants, Inc for professional construction quality assurance service related to the repairs of Cell 2 at the Town's wastewater treatment plant in the amount of \$30,382.00.

Bruce Meyer of Sheaffer Wastewater Solutions, LLC said this firm had done quality control work for landfill liner installations for big companies such as Waste Management. He said they had been given preliminary approval so they could get started with inspections underneath the liner, and that their performance to date had been very good.

Mr. Napier asked whether [Civil & Environmental Consultants] were the ones actually doing the spark test.

Mr. Meyer said they would witness it, but that the liner company would actually perform the test.

Mrs. Benson said their credentials seemed to be very good and they seemed to be prepared to make reports in a timely manner, according to their proposal.

Mrs. Cooper clarified that the \$30,382.00 was a piece broken out of the original cost that had been approved to repair the ponds, rather than additional monies.

A motion to approve Resolution 12-012 to approve a contract with Civil & Environmental Consultants, Inc for professional construction quality assurance service related to the repairs of Cell 2 at the Town's wastewater treatment plant in the amount of \$30,382.00 was made by Alderman Barrett, seconded by Alderman Benson and was unanimously approved.

Other New Business

Safe Routes to School Project

Mr. Langeliers said the City of Spring Hill had been awarded an enhancement grant of roughly \$80,000 - \$90,000, but was still working on their design.

He said that TDOT was concerned that neither Spring Hill's nor Thompson's Station's projects had a logical termini, and so they did not meet the criteria for either project to get the go-ahead.

Mr. Langeliers said that the Town had already essentially put its project to bid, as TDOT had approved the project without a logical termini.

The town was planning to open bids next Tuesday, go ahead and award the bid, and make small field changes as needed.

Mr. Langeliers said he had been working with Spring Hill Alderman Jonathan Duda to write some letters to TDOT reassuring them that, if there is an issue with that connection, both cities are willing to fund that connection with money from outside of their respective grants.

Mr. Langeliers said he was confident that making this connection would not put the project above the contingency, and that further funding from outside the grant would not likely be needed. He said he would like the board to take some action in support of making the connection work that he could mention in the letters to TDOT.

He said Spring Hill is building an elevated walkway, and the town's would be at ground level.

Alderman Benson asked where the route would go in reference to the detention pond.

Mr. Langeliers said it would go around the east side, on the top.

Alderman Cooper asked who had control over the design.

Mr. Langeliers said the town works with the engineering consultant to create the design, which is then submitted to TDOT, who had final say and control.

Mrs. Cooper said she did not want to okay something so that TDOT would feel comfortable if then, all of a sudden, the design could change drastically, and the town could be out a lot more money.

Mr. Langeliers said the length of the connection area was 12-15 feet of the walkway; it was not a great enough distance to become a big expense, if any.

Mr. Moore suggested passing a verbal motion stating that the town is committed to continue working through this process and would give its best effort to working with Spring Hill to make the two projects connect.

Mr. Langeliers said he would like to include in his letter to TDOT that the Board had discussed this at its meeting, and that the Board was in general agreement that they would do their best to make this connection work, with no specified dollar amount.

He said that the alternative was to ask for an extension on the Town's project for another year, but he did not want to do that.

A motion to accept Mr. Langeliers's recommendation was made by Alderman Benson, seconded by Alderman Davis and was unanimously approved.


Other New Business:

Mr. Goetsch said he had one thing to add to the earlier budget discussion: anytime the Town borrows money from a bank, bond or from itself, approval was required from the Department of State and Local Finance. He referenced the packet for tonight's meeting, which included a copy of the approval letter the Town had received yesterday. He said there were some further administrative steps to go through. When the exact amount of the loan was determined, that would have to be submitted; the Town had been granted preliminary approval for an interfund loan not to exceed \$500,000, through the end of the year.

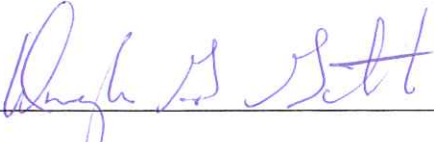
Community Input and Concerns

No one came forward to speak.

There being no further business, the meeting was adjourned at 8: 26 p.m.



Corey Napier, Mayor

Attest: 

Douglas G. Goetsch, Town Recorder