



TOWN OF BRIGHTON

139 NORTH MAIN * POST OFFICE BOX 277 * BRIGHTON, TENNESSEE 38011

BOARD OF MAYOR AND ALDERMEN MEETING

MAY 14, 2019

7:00 PM

CALL TO ORDER, PLEDGE OF ALLEGIANCE & INVOCATION

The meeting was called to order by Mayor Sarah Crocker at 7:03p.m. The Pledge of Allegiance to the flag was led by the Board of Mayor and Aldermen. Ms. Ann Blackmon gave the invocation.

ROLL CALL

Present

Sarah Crocker, Mayor
Shane Greer, Alderman
Kenny Hall, Alderman
George Smith, Alderman

Absent

Stephanie Chapman-Washam, Alderwoman

Others Attending:

Tammy McKinney, Town Recorder
Mike Durham, Brighton Police Chief
Johnathon Briles, Public Works Director
David Braden, Poplar Grove Utility
M.O. Eckel, III, Town Attorney
Jeremy Armstrong, Town Attorney
Aubrey Foreman, Public Works Department

Guests: Ann Blackmon, 164 Shady Lane, Brighton, TN; Gus Smith, 147 Phillips Dr., Brighton, TN; Jack Baker, 1464 Brighton Clopton Rd, Brighton, TN; Mike Thomas, SCA; Logan Hill, SCA, Sarita Alston, 1612 Brighton Clopton, Brighton, TN; Eva Artry; Alice Wakefield, 33 Huffman, Brighton, TN; Sarah Brown, The Leader; Kristen Wanser, 254 Woodshire Lane, Brighton, TN; Bob Hooper, 732 Cliff Creek Rd, Brownsville, TN; Austin and Lauren Raynor-McDaniel, 28 Woodchase Dr, Brighton, TN and Charles Brasfield

APPROVAL OF MINUTES

**Minutes Approval: Regular Board of Mayor and Aldermen Meeting April 9, 2019
Special Called Meeting May 1, 2019**

Alderman Hall made a motion to approve the minutes as written. The motion was seconded by Alderman Greer. All approved. Motion carried.

FINANCIAL REPORT/PAYMENT OF BILLS

The financial report was presented. Alderman Hall made a motion to approve the Town's bills as presented. The motion was seconded by Alderman Smith. All approved. Motion carried.

ACKNOWLEDGEMENT OF GUESTS

Mike Thomas, Sweeping Corp of America

Mr. Thomas presented an estimate for street sweeping. The original estimate shows 11.78 miles. However, they found something that was missed so it ended up being 12.08 miles. The estimate is for an annual contract which includes a once per month sweeping. Alderman Greer asked if we could be on an "as needed basis". Mr. Thomas said the on-call rate is a minimum of \$225.00 p/h from portal to portal. Alderman Greer asked if they offer bimonthly contracts. Mr. Thomas said they did along with a quarterly option. Alderman Hall asked how long the quote was good for. Mr. Thomas said it was good for 12 months.

Kristen Wanser, 254 Woodshire Lane

Ms. Wanser gave the Mayor a list of street lights out.

She also asked if the Town would be interested in contracting a trash service with the fees being tied to their monthly utility bills. She currently pays over \$800.00 per year for trash service. Mr. Braden, Poplar Grove Utility, stated that Atoka and Munford both took bids for this contracted service. He continued by saying that 3 or 4 services were driving through their towns causing heavy traffic and wear to their streets. A contracted service would limit this traffic. He also mentioned that there may be an additional burden for the Public Works Department. In other municipalities, extra bins are kept on hand. If a customer has a damaged one, they swap them out and etc. Mr. Braden will ask Atoka for a copy of their contract to review. He also suggested that the Town conduct a poll of their citizens to see whom may be interested. That information can then be forwarded to a potential bidder.

Ms. Wanser asked for an update on the drainage issue. Mayor Crocker said she believes her property is located in Phase II. Ms. Wanser said additional holes are forming in her yard. She will be looking for someone to check her foundation. If there's a problem, she hopes that her property will be moved on the list.

Ms. Wanser expressed concerns about the old Brighton High School 2 story building. She had to enter the building to look for some old AYSO equipment. She was advised not to enter the building again. She did say that AYSO is planning to get the remaining equipment out of the front room of the building soon. Alderman Greer said the electric and gas meters have already been pulled from the building.

Gus Smith, 147 Phillips Drive

He expressed concerns about the residential property being disturbed by the Pipe Replacement crew. He wanted to make sure the property was going to be restored to its original state. Mayor Crocker said the pipe replacement crew hasn't finished yet. However, they are supposed to go to each homeowner at the end of the project to ensure they are satisfied with the work done.

DEPARTMENTAL REPORTS

Fire Department: No one was presented the monthly status report (see attached report).

USDA Resolution #05142019-01 was presented. A resolution of the Mayor and Board of Aldermen of the Town of Brighton authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its facility to serve an area lawfully within its jurisdiction. This debt will be used to purchase a fire truck.

Alderman Hall made a motion to approve Resolution 05142019-01. Alderman Greer seconded the motion. All approved. Motion carried.

Police Department: Chief Durham presented the monthly status report (see attached report).

Public Works: Mr. Briles, Public Works Director, presented the monthly status report (see attached report).

Resolution #05142019-02 which is the resolution approving contract award of gravel wall well closure was presented. This closure was a recommendation made by the recent Sanitary Survey completed by TDEC. **Alderman Hall made a motion to approve the Resolution #05142019-02 as presented. Alderman Greer seconded. All approved. Motion passed.**

The Septic Tank Pumping bids were presented. This was an advertised bid process. There were only two bids received. The Town will be approving a primary and secondary company to use for residential pumping within the Town of Brighton. **Alderman Hall made a motion to give the primary pumping to Budget Drain Masters at \$225.00 per pump and Mid-South Septic at \$250.00 per pump will be secondary. Alderman Greer seconded the motion. All approved. Motion passed.**

The tractor bids were presented. This was an advertised bid process. There were only two bids received. Wooten Tractor came in at \$38,056.64 with all specs checked. Tennessee Tractor came in at \$37,750.00 with all specs checked except for cast iron wheels. Alderman Greer asked if John Deere offered cast iron wheels. Director Briles replied that they didn't due to the weight of the tractor. The weight alone for that model is enough so there isn't need for the cast iron wheels. Alderman Greer asked if any of our current Kubota attachments operate on this John Deere model. Director Briles said he was told they would work but it isn't recommended due to the horsepower of the new tractor. Alderman Greer asked which one would be easier to service. Director Briles said the Kubota dealership was local. Alderman Hall asked Director Briles if he had a preference. Director Briles replied Kubota since everything they currently have is Kubota. They never had an issue with a Kubota product. Also, since the maintenance and repair can be done locally he expects less down time. Mr. Gus Smith said John Deere will come to you to service the tractor. Alderman Greer asked Director Briles if that was correct. Director Briles agreed. **Alderman Greer made a motion to accept the Tennessee Tractor bid. Alderman Hall seconded. All approved. Motion passed.**

Mr. Braden was given the floor.

Updates were addressed for the list of suggestions below:

1. Stop purchasing 5/8" x 3/4" water meters for about \$77.00/each and get quotes from different suppliers. (Also applies to all materials purchased.) **Update 07/11/17: RESOLVED**
2. Have all large water meters tested, calibrated, repaired, changed out, etc. Update: Purchase order has been issued for the 14 large meters. **Update 07/11/17: RESOLVED**
3. Set up a methodical water meter change out program instead of changing out all small water meters. **Update 07/11/17: RESOLVED**
4. Stop using private lab for quarterly wastewater sample and use Munford's lab. **Update 07/11/17: RESOLVED**
5. Get Johnny Payne certified in Distribution, Collection and Backflow Prevention **Update 07/11/17: RESOLVED**
6. Evaluate the number of employees needed in the field. **Update 07/11/17: RESOLVED**
7. Direct employees to stock the shelves with materials needed for day to day operations and for repair purposes. **Update 07/11/17: RESOLVED**
8. Adopt SOP's and Ordinances as soon as possible so that employees know how to operate the Town's facilities and also know what you expect of them. **Update 07/11/17: RESOLVED**
9. All delivery tickets and purchase orders for materials and services must be signed off on by receiving employee and delivered to Town Hall before invoices are paid. (No ticket, no P.O. = No pay) **Update 07/11/17: RESOLVED**
10. Institute a chain of command and make every employee aware of it. **Update 07/11/17: RESOLVED**
11. Consider changing out the meters that have 1.0 million gallons usage. **Update 12/08/15:** Two or three of these meters will be pulled for testing. One of the 55 meters with over 1.5 million gallons has been replaced. This testing will determine whether these meters need to be changed out at this time. **Update 02/09/16:** Since the meter change out to automated meters is so close, I would recommend that the meters with 1.0 million gallons usage on them not be changed out at this time. **Update 05/10/16:** State Revolving Fund Loan has been approved. Mayor Crocker has more information. **Update 06/14/16:** The grant amount has increased by 80%. The payback amount is approximately \$80,000.00. KEC is revising the Cost Estimate. 5 year to 20 year payback. **Update 08/09/16:** The State Revolving Fund Loan is requesting the Adopted Ordinance authorizing the increase in rates so that they can proceed. The Ordinance is being voted on tonight. **Update 10/11/16:** Tammy has sent the Ordinance to the State Revolving Fund Loan. We are awaiting further instructions from SRFL in order to proceed. **Update 12/13/16:** SRFL is requesting two resolutions be adopted tonight in order to move this project forward. One resolution to authorize KEC to proceed with plans and specifications for the project and the other resolution authorizing the execution of applications and agreements. **Update 01/10/17:** SRFL is now reviewing the Plans and Specifications. **Update 02/14/17:** The SRFL's committee will be meeting in early March to approve and sign grant agreements. The Town should receive the signed contract and authorization to proceed shortly after that, hopefully by the second week in March. **Update 04/11/17:** Contracts are signed and projects are out for bid. **Update 05/09/17:** The SRFL did not like the wording in the Advertisement for Bids although they had preapproved it. Because of that, the bids must be rejected and the project rebid. Rebid date May 26, 2017. **Update 06/13/17:** New bids were received on May 26th with National Waterworks (Badger Meter) being the low bidder at \$282,216.30 which is slightly under budget. You will be voting tonight on a resolution authorizing the Mayor to sign a contract with the low bidder. That contract will then go to the SRFL in Nashville for their approval. We can expect an approval letter from the SRFL by the end of the month. The telemetry portion of this

project was bid on June 9th with only one bidder, KEC, knowing that this would be unacceptable to the SRFL and the Town's Board, has set a new bid date of June 30th. Two additional contractors have obligated themselves to bid this project bringing the total number of bidders up to three which should be acceptable to everyone. **Update 07/11/17:** The Town is awaiting the approval of the SRFL for the AMR bid package. The resolution for the awarding of the telemetry contract will be presented tonight for the Board's consideration. **Update 08/08/17:** SRFL approval has been granted, supply contract has been signed with Badger Meter and meters will be delivered within 60 days. The telemetry contract is scheduled to be signed with Industrial Controls and Electrical on August 15th. **Update 09/12/17:** Industrial Controls and Electrical has begun the telemetry installation at the tank site. They anticipate completion by mid-October. **Update 10/10/17:** One half of the meters have been delivered. The meter installation process should begin by November 1st. Industrial Controls and Electricals' installation of the telemetry stands at 75% complete. **Update 11/14/17:** SRFL personnel will be conducting an inspection on Thursday the 16th. **Update 12/12/17:** The meter change out process has begun with approximately 100 meters changed out to date. At this pace, the process should be completed in 12-14 months as originally planned. **Update 01/09/18:** 204 meters have been changed out, keeping us on track to meet the deadline. **Update 02/13/18:** 426 meters have been changed out. We're still on track to complete on time. **Update 03/13/18:** 456 meters have been changed out. Still on track to complete on time. **Update 04/10/18:** 627 meters have been changed out. We are still on track to complete on time. **Update 05/08/18:** 695 meters have been changed out. We are still on track to complete on time. **Update 06/12/18:** As of June 7th, 831 meters have been changed out. We are still on track to complete on time. **Update 07/09/18:** 870 meters have been changed out. We are still on track to complete on time. **Update 08/14/18:** As of August 13th, 950 meters have been changed out, keeping us on track to complete on time. For the first time, the Town was able to read some meters using the automated, drive by system in July 2018. This reading was very successful. **Update 09/11/18:** As of September 10th, 951 meters have been changed out. **Update 10/09/18:** As of October 5th, 1034 meters have been changed out putting us at approximately 80% complete. At this pace, the project should be completed sometime in January which is ahead of schedule. **Update 11/13/18:** As of 11/08/18, 1066 meters have been changed out keeping us on track to complete on time. **Update 12/11/18:** 1,135 meters have been changed out, leaving 83 to be changed. On track to complete on time. **Update 01/08/19:** As of 01/07/19, 1,178 meters have been changed out, leaving 83 to be changed. On track to complete on time. **Update 02/12/19:** As of 02/11/2019, 1,209 meters have been changed out, leaving 287 to change. Johnathon and I have spoken about the importance of completing the change out asap. **Update 03/12/19:** As of 03/08/2019, 1231 meters have been changed out, leaving 265 to change. **Update 04/09/19:** As of 04/08/2019, 1295 meters have been changed out, leaving 201 to change. **Update 05/14/2019** – As of 05/10/2019, 1348 meters have been changed out leaving 148 to be changed.

12. Johnny is preparing a list of potential sewer system infiltration sites. This list will be prioritized according to the volume of infiltration and the repairs will be made accordingly. **Update 02/09/16:** Johnny is in the process of identifying potential infiltration sites and locating manholes. **Update 07/12/16:** Infiltration sites have been identified. With the low rainfall amounts during the summer, this is a relatively low priority at this time. Johnny is prepared to address these sites before September 15th.
13. The Town has at least one company that has been given permission in the past to use the Town's hydrants to fill tanks. **Update 07/11/17: RESOLVED**
14. Johnny has started organizing all water and sewer records in an orderly fashion. **07/11/17: RESOLVED**
15. All deficiencies noted in the last Water System Sanitary Survey have been addressed and corrected. **Update 07/11/17:** TDEC conducted a Sanitary Survey on May 19th, 2017 with the Town receiving a

score of 97%. **Update 03/12/19:** TDEC conducted a Sanitary Survey on February 21, 2019 with the Town receiving a score of 96%. Johnathon and I have discussed the issues that need to be resolved and Johnathon is putting together a plan to resolve them. **Update 04/09/19:** Johnathon has either resolved or put together a plan to resolve all issues noted in the Sanitary Survey. Mr. Hoffman at TDEC has received this plan by email and is satisfied with it.

16. Johnny and I have started working on updating the Sampling Plan to bring it into compliance with EPA's new Coliform Monitoring Rule. **Update 07/11/17: RESOLVED**
17. The town has to have a Drought Management Plan approved and submitted to TDEC by June 30th 2017. David Braden was verbally given approval to begin this plan. **Update 08/08/17: RESOLVED**
18. Apparently both pressure reducing valves at the master meter are not operating properly from time to time. **Update 07/17/17: RESOLVED**
19. The State Revolving Fund Loan has approved the Town for funding to replace the old asbestos cement pipe. This loan will be for \$698,400.00, paid back over 20 years at an interest rate of 0.19%. They are requesting a resolution from the Town to authorize them to undertake the rate study. The Resolution is being voted on tonight. **Update 10/11/16:** The SRFL has changed its financing deal with the Town by offering 20% grant and 80% financed at 0.26% for 20 years. This equates to approximately \$140,000.00 in grant. King Engineering, Johnny and I have reviewed the originally proposed route for the new water mains and determined that these routes are impractical because of their utilities in the area. New routes have been determined and seem feasible according to the area evaluation however, the final field work required during the design process may require acquisition of private easements because AT&T did not locate their cables as requested. We do believe that most if not all of their cables are aerial and therefore, will not present a problem. **Update 11/08/16:** King Engineering has begun the field work for the preparations of the Plans and Specification. A resolution to hire KEC for this project is to be considered at tonight's meeting. **Update 01/10/17:** King Engineering has completed the field work. The Plans and Specifications are being developed now which has led to some questions. King Engineering will be soon presenting these questions to the Town. **Update 05/09/17:** Plans and Specifications have been sent to TDEC for their approval. Easement acquisition is underway with 8 of the 14 easements signed, 5 awaiting signatures and 1 may be unnecessary. **Update 06/13/17:** 10 of the 13 easements are secured. Attempts are still being made to secure the 3 remaining easements. **Update 02/13/18:** We were able to eliminate the need for 2 of the 3 remaining easements. The 3rd easement is still required and has been secured. We are attempting to have the project out for bid no later than mid-March. **Update 03/13/18:** We are still waiting for TDEC approval of Plans & Specifications. **Update 04/10/18:** At tonight's meeting, Mr. Braden had a copy of the letter from TDEC approving the Plans & Specifications. The advertising for bids will be in this Thursday's paper. **Update 05/08/18:** Bids for the project were received on April 27th with DozerTrax USA being the low bidder at \$456,964.90 which is \$99,845.10 below budget (including contingency). I've spoken with Johnny about identifying additional areas where AC pipe replacement is necessary if indeed funds are remaining at the end of the project. **Update 06/12/18:** The contract will be awarded to Dozertrax on Thursday, June 14th, at 2:00pm. At Town Hall. The Notice to Proceed will be issued at that time. **Update 07/09/18:** The contractor has installed approximately 2,200' of 8" main and 2 fire hydrants. According to KEC, the project is on schedule to complete on time. **Update 08/14/18:** As of August 13th, the contractor has installed approximately 3,900 of 8" water main, 4 fire hydrants and 3 live tap connections. According to KEC, the contractor is on schedule. There is approximately \$100,000.00 remaining in project funds which will allow for up to 900' of additional A/C pipe replacement. It appears that the best, additional places for pipe replacement are E. Woodlawn to Main Street and E. Kenwood, almost to the R.R. tracks. **Update 09/11/18:** As of September 10th, the pressure testing of the 3,900' of main installed revealed several fitting leaks that are currently being repaired (tightened more). It appears that these repairs will be made and the pressure testing completed this week. Once the pressure testing is

complete, the contractor will begin installing the customer services on this new main. Also, the additional 900' of pipe change order will require several easements along Woodlawn and Kenwood. KEC is currently preparing these easements. I anticipate that we will be contacting the property owners next week. **Update 10/09/18:** The 6 easements have been presented to the 5 property owners with positive feedback from each property owner. Four owners have agreed to grant the Town the easements and one owner is still considering. I am to follow up with her later this week. **Update 11/13/18:** Of the 6 easements needed for the change order, 4 have been signed and I anticipate the other 2 being granted soon. Approximately, 700 feet of 8" water main and 1 fire hydrant has been installed on Woodlawn Avenue. **Update 12/11/18:** 5 of the 6 easements have been acquired. The Bailey easement is the only one outstanding however, since it is the most eastwardly easement on Kenwood, it is not actually required for the change order to be completed. As of 12/10/2018, we are awaiting word from CDP on how to proceed in the change order process. The initial contract is about 61% complete according to KEC. The contractor is currently connecting the new services along Old Hwy 51 and killing the old services. Once this is completed, the contractor will kill the old main along Old Hwy 51. **Update 01/08/19:** Currently the project stands at 70.15% complete according to King Engineering Consulting. The contractor is working on East Woodlawn preparing for the interconnect so that the pressure testing, connecting the new services and killing the old services can be done. Concerning Change Order #1, TDEC approved plans have been received, the change order has been signed by the contractor and Davina with CDP is working on the budget revision. **Update 02/12/19:** Currently, the project stands at 76% complete. The contractor has been conducting the pressure test on East Woodlawn. Five services on Old 51 still need to be removed from the old water main and connected to the new along with the water main that feeds Gladman. Major progress has been hampered by the rainy weather conditions. **Update 03/12/19:** Currently the project stands at 81% complete. The contractor has connected all services to the new water main on Woodlawn from the old water plant to Old 51. The only remaining connections on Old 51 are the main at Gladman and the service at Uncle Sam's. The rainy weather continues to hinder progress. **Update 04/09/19:** Currently the project stands at 77% complete overall. (The original contract before Change Order #1, stands at 83% complete.) An underground storage tank containing what is thought to be kerosene was hit in front of the Police Department. An environmental specialist (Mr. Dave Schmidt) has been to the site. Mr. Schmidt has been in contact with Ken King and Mr. Eckel to develop a plan to contain the tank and contents. The weather has improved somewhat but still continues to be a hindrance to progress. **Update 05/14/2019** – As of 04/30/2019, the project stands at 82.2% complete overall. (The original contract before Change Order #1 stands at 88.1% complete). We are still waiting on word concerning the fuel tank in front of the PD. All new services have been installed and it appears that the main on Gladman has been located so that interconnect can be completed. The killing of old mains, removing of old fire hydrants, dressing up and asphaltting should begin soon.

20. The Town's Water Supply Contract with Poplar Grove Utility District will expire in October 2017.

Update 07/11/17: RESOLVED

21. The Town is required by TDEC regulation to have its elevated water tanks inspected every 5 years by a qualified person. **Update 07/11/17: RESOLVED**

22. The Town's Water & Sewer System is under an order from the State's Water and Wastewater Financing Board to improve its financial standing. **Update 10/10/17: RESOLVED**

23. The Tipton County School System has requested to connect to the Town's sewer system. In order to do this, some improvements to the Town's existing sewer system are required. **Update 10/10/17: RESOLVED**

24. The Town has recently experienced problems with the High School and Dale Smith Pump Stations. We believe that most of the problems are related to the lack of maintenance of the high school's and middle school's septic tanks. KEC and I have prepared a finding report and a suggested preventative

maintenance program for the school's septic tanks and all pump stations. I recommend that the Mayor and the Board adopt this plan. **RESOLVED**

25. Mr. Chlarson has evaluated the drainage problems in Town and is compiling a list. Mr. Ronnie Neill is prepared to assist the Town in the creation of a Storm Water Utility to fund the needed repairs. **Update 02/13/18:** Mr. Chlarson has advised me that he is developing a cost estimate to repair the drainage problems and that this cost estimate should be available to the Town within the next 30-45 days. **Update 03/13/18:** Mr. Chlarson's report and cost estimate has been delivered to the Town. This report only includes the drainage structures that are failing. The Town should seriously consider replacing all the CMP in the areas where the failures are currently occurring. Also, I'm not sure whether Mr. Neill has given the Town a proposal for the Storm Water Ordinance. **Update 04/10/18:** Bids for the CCTV part of the project will be received at 2:00pm on Friday April 13th. Currently there are seven contractors that have picked up plans and specifications. **Update 05/08/18:** Bids were received on April 13th for the CCTV part of the project with Mid South Septic being the low bidder at a Base Bid of \$21,752.00. Their bid for the Additive Alternate is \$43,789.50 in case additional scoping is required at McLister and Carrington. **Update 06/12/18:** Some scoping of the drainage systems has occurred, but no reports have been delivered to the Town or KEC. KEC has requested these reports on two different occasions. McLister and Carrington appear to have catch basin problems with the drain pipes being sound. Woodlawn appears to have terrible pipe failures. **Update 07/09/18:** No reports from Mid-South have been delivered to the Town or KEC and no payment has been made to Mid-South. **Update 08/14/18:** No reports have been received from Mid-South, nor has any payment been made to them. Mr. Ault has assured KEC that they have acquired a new camera and will be back on the job soon. **Update 09/11/18:** The reports and videos have been received from Mid-South. KEC has done some spot, site visits to also determine the degree of rust deterioration of the pipes. These spot checks coupled with the video indicate that rather than pipe replacement, Cured-in-Place Pipe coating procedure should be seriously considered by the Board. KEC also believes that the inlet structures can be repaired using an injection process called Polyurethane Pour-in-Place system. Both of these processes are proven methods that require much less disruption to yards and streets. Also at this point, it is my opinion that the Town should start looking at financing options since any grant funding appears unavailable. **Update 04/09/19:** As everyone is aware, Ms. Mattie Cushman has secured an Imminent Threat Grant for Marshall Road and other severe drainage problems in hopes of following up with a similar grant through normal channels in order to repair all Town drainage problems. This IT grant consist of \$315,000.00 in grant and a matching local funding of \$35,041.00. This is obviously excellent news for the Town. **Update 05/14/2019** – Johnathon has secured the easements for the Marshall Road portion of the project. Securing the one for Wylie Drive has encountered a snag with the property owner requesting \$1,800 for this easement. Mr. Eckel is researching to see if the acquisition of this easement is actually necessary.
26. I think that the Town desires to resolve the issue of the old car tires on the Fosters' property. In an attempt to help resolve this matter, I have received information from Mr. Leland Harris at TDEC that the State may have some grant money for such cleanup project. I am currently making contact with TDEC's Nashville office to learn more about this program. **Update 07/09/18:** Mr. Bob Fletcher with TDEC has contacted me, requesting location information for the Foster property which I have provided. I expect that a site visit will be made by TDEC within the next 30-45 days. **Update 08/14/18:** On Monday, July 30th, TDEC conducted an on-site inspection of the Foster property after a meeting chaired by County Executive Jeff Huffman. The findings of that meeting and site visit are in TDEC's MEMO dated August 2nd, 2018.
27. The Town's Water System does not have an up to date Emergency Operation Plan as required by TDEC (the health department). The proposed plan that you have before you tonight has been developed using TAUD's template. I would ask that you consider the adopting of it at this time. **RESOLVED**

Mayor Crocker asked Mr. Braden what the AMR Project end date is. Mr. Braden said that is a little complicated. The dates put into the original documents showed the project was to start on a particular date. However, they rejected the original bidding date so because of that it shows the project behind schedule. The administrator for the project changed and the new administrator looked at the dates not knowing about the original bid issue. Mr. Braden said they will not agree with our suggested date nor will they give us a date.

Mayor Crocker said that Mr. King, Town Engineer, spoke to someone about expediting our application concerning the kerosene tank at the Police Department. This is holding up the Pipe Replacement Project.

PARKS AND RECREATION REPORT

Alderman Greer has an issue about the gym not being maintained like it should. He has sent several emails about the lights being left on and the doors not being locked. Since those emails, the situation hasn't gotten better. Mayor Crocker said she has spoken to Director Briles about getting the door fixed. ABC Locksmith has been out but the entire process has not been completed. Alderman Greer said it isn't a locking mechanism issue. It's just not being locked. The lights were on last night. There's no record of it being rented last night. Whomever was there thought they were turning the lights out because they shut off the breaker to the front half but the back half was still on along with all the fans. The Public Works Department can't take care of it. The police department has been asked to patrol the area. However if it's unlocked when they (PD) check it, they have no way of locking it without a key. Alderman Hall suggested making the Fire Department responsible for locking it up. Someone is always there unless they have a call. They would need to be mindful of the rental calendar which is on the Town's website. Alderman Hall asked Mr. Briles to discuss this with the Fire Chief.

PLANNING COMMISSION REPORT

None

MAYOR AND ALDERMEN REPORTS

Reach Alert

Mayor Crocker spoke about a new program called Reach Alert. It's a very easy, simple process. It will send alerts via text message for your area like an unpaid water bill, water outages, town meetings etc. You can have up to four email addresses and/or phone numbers for each physical address.

Hanging Baskets

Hanging baskets are \$45 each if you would like to purchase one in honor or in memory of someone. They will line around Town Hall and up Main Street.

OLD BUSINESS

Judge Position

Mayor Crocker asked that each applicant come up and give a brief biography about themselves and answer any questions the Board may have.

1. Mr. Charles Brasfield was given the floor. After giving a brief description, Alderman Hall asked if he had any judge experience. He answered that he did not. Mayor Crocker asked how he felt about repeat offenders of traffic tickets. He replied that he understands that the Town wants to make revenue along with keeping the streets safe. In his experience through working in traffic courts, if you take the time to attend court then typically you can get your ticket dismissed with court costs. But if you have someone that's a repeat offender, his opinion would be that you aren't just going to get off with coming to court and paying court costs without it going on your record.
2. Mr. Bob Hooper was given the floor. After giving a brief description, Alderman Hall asked if he would have any problems being here for court once a month. Mr. Hooper replied that he would not. Alderman Hall asked about the juvenile issue that has been questioned in previous meetings. It concerns the Tennessee Code Annotate and original jurisdiction. Mr. Hooper said he has handled numerous juvenile cases and a fair number of delinquent cases and that issue hasn't come up. Mr. Eckel, Town Attorney, explained the issue in more detail.
3. Mrs. Lauren Raynor-McDaniel was given the floor. After a brief description, there were no questions asked. An unidentified woman said she agreed with Mrs. Raynor-McDaniel. She's a mother of teenager that is currently being disciplined by the juvenile court system for speeding. She was given community service which she hates. If she had been given an option to attend a safe driving class with no phone, it probably would have been the death of her.

Mayor Crocker asked the applicants to step out while a decision was made. After a brief discussion, **Alderman Hall made a motion to keep Lauren Raynor-McDaniel as our Town Judge. Alderman Smith seconded the motion. Hall and Smith 'ayed". Alderman Greer "nayed". Motion passed.** Mayor Crocker excused herself to let the applicants know the outcome.

Misread Meter Accounts

Alderman Greer asked for this to be added to the agenda. He discussed a 3 year payback option with the Town Attorney. Mr. Eckel agreed the option could be added. **Alderman Greer made a motion to amend the original motion to change from 12 months to up to 36 months. Alderman Hall seconded the motion. All approved. Motion carried.** Mayor Crocker asked that new letters be mailed to the customers letting them know of this change.

NEW BUSINESS

Retainage Account

Mayor Crocker presented the information pertaining to the retainage account needed for the Pipe Replacement Project. The account will need to be opened at a financial institution under the name of Town of Brighton. It will need to be an interest bearing account. The State is requesting that 5% be held and placed into the retainage account until the project is completed. The funds will be payable to the contractor. **Alderman Hall made a motion to have a retainage account opened for the Pipe Replacement Project. Alderman Greer seconded. All approved. Motion carried.**

Budget Amendment Ordinance

Ordinance to amend the 2018-19 budget was presented. **Alderman Hall made a motion to pass the First Reading of the FYE 18-19 Budget Amendment Ordinance. Alderman Greer seconded. All approved. Motion carried.**

Hiring Process

Alderman Greer asked to discuss the hiring process. He would like to see our current application updated. He would like to see the Town using a third party company to conduct background checks and a company to use for drug screening. Mr. Eckel, Town Attorney, will email an example of general application that they use.

ADJOURNMENT

Alderman Hall made a motion to adjourn the meeting. The motion was seconded by Alderman Greer. All approved. Motion carried. The meeting adjourned at 9:03pm.

Sarah Crocker, Mayor

Tammy McKinney, Town Recorder