

**TOWN OF BRIGHTON  
BOARD OF MAYOR AND ALDERMEN MEETING**

**June 13, 2017**

**7:00 PM**

**CALL TO ORDER, PLEDGE OF ALLEGIANCE & INVOCATION**

The meeting was called to order by Mayor Sarah Crocker at 7:04 p.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  
Stephanie Chapman-Washam, Alderwoman  
Jason Dittrich, Alderman  
Kenny Hall, Alderman  
George Smith, Alderman

**Absent**

**Others Attending:**

Tammy McKinney, Town Recorder	Mike Durham, Brighton Police Chief
Ricky Russell, Brighton Fire Chief	Blaine Max, Brighton Police Dept
Johnny Payne, Brighton Public Works	
David Braden, Poplar Grove Utility District	

**Guests:** Ann Blackmon, 164 Shady Lane, Brighton, TN; April Crook, 22 Villa Lane Apt 3B, Brighton; Eli Sutphin, 22 Villa Lane Apt 3 B, Brighton; Shane Greer, 68 Woodshire Lane, Brighton; David Twisdale; Josh McFarland, 140 Faulkner Heights, Atoka; Colton Ledbetter, 253 Kings Dr, Brighton; Hunter Twisdale, 446 Canaan Grove Rd S, Mason; Amanda Byrd, 96 Gladman, Brighton; Stuart Byrd, 96 Gladman, Brighton; Drew Twisdale; Lisa Delancey, The Leader

**APPROVAL OF MINUTES**

**Minutes Approval: Regular Board of Mayor and Aldermen Meeting May 9, 2017**

**Special Called Meeting May 11, 2017**

**Special Called Meeting June 6, 2017**

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

**FINANCIAL REPORT/PAYMENT OF BILLS**

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

**ACKNOWLEDGEMENT OF GUESTS**

**April Crook, 22 Villa Lane Apt 3B**

Ms. Crook expressed concerns about the current Brighton Dixie Youth Baseball President, Sammy Billings. Her son plays on a Dixie Majors team. Mr. Billings also coaches a Dixie Majors team.

Ms. Crook: “Every time we play Sammy’s team there are problems. For one, you have two games and it kinda determined who was in first place. So, it was an intense game anyway. Sammy’s brother is one of the umpires. That kinda rocked the boat a little bit starting off. Well then we had issues with the second game. First ball game went through pretty good. Second ballgame was rough. Sammy was there for the first ballgame; he was not there for the second ballgame. So today we/they get phone calls saying that he was called by one of the parents of our team saying that OUR boys were told to hit HIS players. That was not true! Dixie does not hit other kids intentionally....at all. And then he threatens David on the phone. He told him to not bring his f’n ass back because HE owned the ballfield. They were HIS and do not come back to the ballfield. I was on the phone with him. David was on the phone. Eli was sitting in the chair. So there were three people there who heard him say this. I mean it’s something like this every time we play this ball team. Every time. But it’s gotten to the point where it’s ridiculous...like it’s every ballgame. The issue that I have a problem with is you are a President of a Dixie League. You do not get on the phone with somebody and tell them do not bring your ass back to the ballfield. I was on the phone. Eli was on the phone. I heard everything he told David. And to me, you are supposed to be held to a higher standard than anybody else. I mean you wouldn’t call me and tell me to do that. He said he owned the ballfields. It was his and his kids. I mean that’s not the way you do things. This is a public park. And he kept throwing up to David like well you got stuff going on and you shouldn’t be at the ballfield. They had nothing on his background. Nothing on his record. I mean it’s like this because he has an issue with David. And David helps Eli pitch and he helps Drew catch. I mean he helps them. He teaches them things. This is the thing I have a problem with is like....I don’t have a problem with Eli and David talking to each other through the fence. He’s trying to help Eli. I don’t have a problem with that. I’m his mama. If there’s anyone that would have a problem with that, it would be me. But this guy has a problem with that from across the field....with David and Eli and Drew. But my thing is....you don’t call somebody.....you don’t call people and say you better tell David not to come back. Then David calls him and confronts him about it....puts me on the phone....and Eli sitting in the truck. You don’t do that. You don’t tell people not to come back to the ballfield when there’s no reason for them not to come back to the ballfield. I mean, you know, I yell and scream at the ballfield. If there’s someone that should not be there, it should be me. You know what I mean. I’m known for that. But last night, I was sitting back at the concession stand because I didn’t want no part of anything last night. I did really good last night. I’m very mouthy and I try not do that but the guy has serious problems. To me, he does not need to be over that ballfield...over that Dixie Youth League. Because he’s not only had it out with us; he’s has had it out with other coaches and umpires and everybody out there. But when he said what he said on the phone today, that’s when I said I’m coming up here tonight.”

Mayor Crocker: “Thank you for coming out tonight. Yes Sir Mr. Twisdale?”

Mr. David Twisdale: “Just so... I don’t know if y’all know me? I do coach at Legends. I coach a girl’s fast pitch softball team. I also coach a coach pitch team in Munford Centennial Park for my son. Therefore, that tells you if I can do that then I have a right to be at these ballfields too. I have not once gotten into a fight or an argument. Last night a coach said something to me because I addressed the umpire that HIS the other team’s kids can not say something to OUR coaches as far as mouthing and that’s all I said. Then the other coach said “well you’re not allowed to talk from the other side of the fence”. Well, I got a little hoy headed for a second....just for a second. Anyway, the umpire had a meeting with him. He said “yeah the guy’s right”. They made the coaches tell the kids “don’t talk to the

other coaches”. So just saying, I haven’t been in an argument with an umpire....never been kicked out of a game....no nothing. And so....”

Alderman Hall: Is there still VP’s of leagues and stuff like that? Or is it just Sammy?

Mr. David Twisdale: “No. It’s just Sammy”.

Alderwoman Chapman Washam: “We have a VP over our league. Josh is our VP.

Unidentified Head Coach of the Team from Last Night: I’m not sure how familiar you are with the rule book? Umm...his brother was the head umpire of the second game when all this was taking place.

Alderman Hall” “Is the older boys still associated with Dixie”?

Alderwoman Chapman-Washam: “Yes the older boys are Dixie”.

Mr. David Twisdale” “See that’s the thing, they have nothing to do with Dixie Youth”.

Ms. Crook: “Yeah nothing”.

Alderman Hall: “Right”

Mr. David Twisdale: “When they go to a tournament...state tournament...they ain’t even considered Brighton Dixie Youth”.

Alderman Hall: “So they’re...but they’re Dixie Boys though? They’re still....I mean I’m just saying even the whole dixie stuff and the ages are not even Dixie anymore. It’s West Tennessee something....

Alderwoman Chapman-Washam: “The older ones are considered Dixie, The younger ones are not.”

Alderman Hall: “And they are still classified as Dixie Boys and/or Dixie Majors?”

Unidentified Head Coach of the Team from Last Night: “And that said about our boys hitting their boys, that’s not at all true. The guy that was umping last night....did the same thing. Sammy is the assistant coach....told his kids to crowd the plate. When you’re pitching....you pitch inside, you pitch outside, you pitch right down the middle. You can’t change your pitches up because of where they are standing over the top of that plate. When you are standing on top of that plate, you are taking a 75% chance of getting hit with that ball. It happens. If you are gonna crowd that plate, you are gonna get hit eventually. And they were standing right over the top of that plate and that’s because the assistant coach....and I heard them as well as my assistant that was there last night and my other pitchers heard him say CROWD THE PLATE.....STAND OVER THE TOP OF IT....MAKE HIM WALK YOU.

Alderman Hall” “Which is a tactic that some people use. Not always a successful tactic.”

Unidentified Head Coach of the Team from Last Night: “Kids are gonna get hit. And they are gonna get hurt. We are out there to have fun.”

Alderman Hall: "Was this the LAST game of the season?"

Unidentified Head Coach of the Team from Last Night: "No it was not. We're in the running with Sammy's team for first place."

Alderman Hall: "How many games are left?"

Unidentified Head Coach of the Team from Last Night: "We have two games left."

Mr. David Twisdale: "And the game being talked about, our guy hit a grand slam homerun to win the ballgame. Sammy just happened to walk up right before that happened."

Ms. Crook: "He also said one of OUR parents called HIM to say that our kids were told to hit his players. That was NOT true."

Unidentified Head Coach of the Team from Last Night: "Every parent that I've talked to has denied it."

Alderman Hall: "Is there anyone else up there that's an authority figure? As far as the organization goes?"

Unidentified Person 1: "I mean I can bring up the point that a batter's box is 3-4 inches away from the plate and the line had been disappeared by Sammy's players and they continued to scoot up until their toes were on the plate. And I brought that up to the umpire and it didn't change much. They would literally put their knee in front of the plate to try and get hit."

Unidentified Person 2: "I was the one catching last night so I was right behind the plate. They were might near stepping on the plate."

Alderman Hall: "Sounds like a lot of things got out of control and the umpire should have done some things that they didn't do"

Alderman Dittrich: "How many umpires do we have for that age group? Do we know? First off, the umpire shouldn't be umpiring his brother's game?"

Alderwoman Chapman-Washam: "I've seen Scottie ump when Christopher was pitching. I thought it was odd."

Ms. Crook: "Scottie was there and he was sitting...he was there."

Unidentified Head Coach of the Team from Last Night: "I was supposed to bring up to the Board about one of the kids getting thrown out last night. He got thrown out of the ballgame for slinging his bat. He threw it over the fence. Ummm he got upset, you now frustrated. Which we've all seen kids throw the bats but he never got a warning. He got thrown out and now I hear he won't be able to play the next game and might not be able to play the rest of the season. I mean I love my entire team. They're all good ball players. I don't think any should have to set out for something other players have been doing. You know..."

Mayor Crocker: "Well thank y'all for coming in. So we hear you...so we are going to get that addressed and get back with you. We have your contact information."

### **DEPARTMENTAL REPORTS**

**Fire Department:** Mr. Ricky Russell, Brighton Fire Chief, presented the monthly status report (see attached report).

#### **Tipton County Money Request**

Alderman Hall: "What's the word on the County thing? When we were asking for more from them? I know you told us at the last meeting but I totally forgot what you said."

Chief Russell: "I haven't heard else wise. They are usually pretty good with their budget as far as July 1. I haven't heard otherwise. I'm assuming it will take a second reading. They are aware I put the request in so hopefully they will scratch us in."

Alderman Hall: "Gotcha. So basically we've done our part, we are just waiting on them?"

Chief Russell: "Yes."

**Police Department:** Mr. Mike Durham, Brighton Police Chief, presented the monthly status report (see attached report).

#### **Overtime Change Request**

Chief Durham asked if the Board would consider the overtime pay previously discussed in the budget meeting. Instead of working 43 regular hours before OT kicks in, they would like it changed to 40 regular hours.

Officer Max: "Most departments are going away from it. Tipton County still does it. Covington went away from it. Atoka and Munford went away from it also."

Chief Durham: "And the Sheriff's Department, they are talking about doing away with it too."

Alderman Hall: "Do you know what the supposal benefit of doing it that way was? Why they started doing it that way in the first place?"

Officer Max: "I heard it was under George Bush....under his Presidency."

Alderman Hall: "Awe so it was a federal thing that they started somehow?"

Officer Max: "It's not mandated that they reimburse until after the 43 per week and then it multiplies. But it's an option for the City I think. You know? If y'all wanted to or not."

#### **K9 Update**

Officer Max wanted to give the Board an update on Zorro. Officer Max stated "He's doing super. He's really progressed in his training. I train about every Monday. It's the Sheriff's Office, Munford, Atoka and myself and every now and again the Railroad Police Special Agent comes with us. We do all

different types of scenarios and different locations of training. Just this past weekend, we got two drug arrests because of the dog. One guy had his drugs hidden under a child seat in the car and Zorro pointed right at it. Today I went out to the yard to play with him a little bit; get some of that energy released because he's so young and so full of energy. He knocked his left side top canine tooth off. I've spoken to the vet. It's either get it fixed or it's gone forever. With him being a "bite" dog on top of narcotics and tracking, it's obviously imperative that we get it fixed. We've paid for that training and we've paid for him to be able to do those abilities."

Alderman Hall: "Did they give you any kind of an estimate or a ball park figure?"

Officer Max: "Yes, they said it should be anywhere between \$1900.00 to \$2000.00. They'll only charge us for the procedure itself. He's going to have to get a root canal. They are going to have to get an impression of his tooth. They are going to get a tooth made of titanium. That's how they fix military and/or police dogs. I ask that you allow me to get it fixed."

The Board of Mayor and Alderman verbally agreed to pay for this procedure out of the Drug Fund.

Alderwoman Chapman-Washam: "How do you decide when to get him out of the car to search? I see you stop people all the time and you don't have him out."

Officer Max: "You don't have to have a reason. When I see little indicators, I'll run him. The Supreme Court ruled that the air around your vehicle is not protected by the 4<sup>th</sup> Amendment. It's a "free air sniff". If he picks up on something on the outside, will give probable cause to search the inside of the vehicle."

**Public Works:** Mr. Johnny Payne presented the monthly status report (see attached report).

**Shane Greer, 68 Woodshire Ln**

Mr. Payne addressed Mr. Shane Greer. He wanted him to know that Public Works was back at his place today. We formed a patch where the hole is. He was hoping for rain to see if it would hold or not. Mr. Payne told the Board that they repaired it a year ago and 14 inches from the repair it fell through again. They have patched it again and he's sure a year from now they will be patching it again. With the corrugated metal in the ground, there's nothing we can do except keep putting band aids on it.

Mr. David 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. This also applies to all materials purchased. **Update 10/13/15:** All materials are being quoted. Meters can be purchased for \$45.00 each. This would also be good time to standardize on a particular brand of meter. The Board of Mayor and Aldermen agreed to switch to the Badger brand of meter. **Update 11/10/15:** Account has been set up with United Utilities and meters will be ordered soon. **Update 12/8/15:** 55 meters ordered and delivered. **Update 01/12/16:** All 55 small meters having 1.5 million gallons usage have been changed out.
2. Have all large water meters tested, calibrated, repaired, changed out, etc. The larger water meters need to be calibrated at least annually. **Update 10/13/15:** Johnny has gathered the information needed on all 2" and larger meters and it has been sent to Tennessee Meter and Supply for a quote. **Update 11/10/15:** The testing of these meters in line will be impossible according to Tennessee Meter and Supply because of the way that they were installed. The Town may want to consider

replacing them with meters that are compatible with the Automated Reading System. An estimate should be requested from the supplier but I anticipate this material cost to be \$20,000 and \$30,000.

**Update 12/08/15:** Awaiting quote from United Utilities. **Update 01/12/16:** United Utilities quote of \$30,430.00 for 14 large meters. If the Board decides to move forward with this project, I would recommend that all meters be ordered but have the delivery dates staggered over a period of months allowing time for installation of each meter. This prevents the Town from having its money invested in a large inventory of meters that are awaiting installation. **Update 02/09/16:** Purchase order has been issued for the 14 large meters. **Update 12/13/16:** Two of the larger meters have been delivered and the installation process has begun.

3. Set up a methodical water meter change out program instead of changing out all small water meters. **Update 10/13/15:** 55 small water meters have over 1.5 million gallon of usage. The cost to purchase new meters to replace these is approximately \$3000.00 and the timeframe for the change out will be about 3 months. Also, two 1" water meters have already been changed out. Wells Processing and Oaklawn Garden Center. The Wells Processing meter was only registering around 45-50%. **Update 11/10/15:** Meters will be ordered soon and this change out will begin. **Update 12/08/15:** Meters in stock and change out program has begun. **Update 01/12/16:** 55 meters changed out. Five meters have been tested with the following results: Sensus @ 90.24%, Neptune @ 97.5%, Badger @ 100.3%, Precision #1 @ 101.6% and Precision #2 @ 97.9% .
4. Stop using private lab for quarterly wastewater sample and use Munford's lab at no charge. **Update 10/13/15:** The City of Munford is now doing this testing with the approval of TDEC at no cost to the Town. **Update 11/08/16:** The Town has started quarterly billing to Wells Processing based on test results.
5. Get Johnny Payne certified in Distribution, Collection and Backflow Prevention as soon as possible. **Update 10/13/15:** Johnny is set to take the Distribution exam on November 5<sup>th</sup>. **Update 11/10/15:** Johnny has taken test and is awaiting the results. **Update 12/08/15:** Johnny has passed the Distribution exam and is scheduling classes for Collection and Cross-Connection. **Update 01/12/16:** Johnny has enrolled in the classes to acquire his Collection and Backflow Prevention licenses. **Update 02/09/16:** Johnny has acquired his Cross Connection Control License and has applied to take his Collection license test. **Update 05/10/16:** Johnny has taken the Collection test and is awaiting results. **Update 06/14/2016:** Johnny has passed the Collection Systems I exam.
6. Evaluate the number of employees needed in the field. Currently, there aren't enough people in the field to properly serve the Town of Brighton citizens. **Update 10/13/15:** Still in progress. I'm thinking that the Town needs Johnny and three other full time employees just for Public Works. **Update 12/13/16:** Public Works Department seems to be fully staffed with 5 full time employees.
7. Direct employees to stock the shelves with materials needed for day to day operations and for repair purposes. **Update 10/13/15:** Johnny has started this process plus the inventory is much more organized now as opposed to one month ago. **Update 11/10/15:** Johnny has stocked the shelves with needed materials and is currently having additional secure storage area constructed.
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 10/13/15:** Scheduled to be adopted tonight. **Update 11/10/15:** Cross Connection Control Ordinance to be adopted tonight on second reading. Cross Connection Control Plan will be available for adoption at the December meeting. Also, all adopted SOP's have been signed off on by employees. **Update 12/08/15:** Cross Connection Ordinance in place and Cross Connection Plan scheduled to be voted on tonight. **Update 02/09/16:** All SOP's, Ordinances and Plans are now in place. **Update 04/12/16:** Cross Connection Ordinance and Plan approved by TDEC

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. **Update 10/13/15:** Tammy and Johnny assure me that this procedure has been implemented.

#### **New Suggestions 10/13/15**

10. Institute a chain of command and make every employee aware of it. **Update 12/13/16:** A Chain of Command now exist in the Public Works Department.
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 06/14/2016:** 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 06/13/2017:** New bids were received on May 26<sup>th</sup> 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 9<sup>th</sup> 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 30<sup>th</sup>. 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.

#### **New Suggestions 12/08/15**

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 15<sup>th</sup>.
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. I recommend that the Town adopt the Contract for Fire Hydrant Meters. (See Attached) It insures that anyone desiring to use a hydrant to acquire water from the Town can do so

and the Town has control of when, where and how this is done. Plus, a small amount of revenue can be generated from this type of water sales. **Update 02/09/2016:** The Contract for Fire Hydrant Meters was adopted and implemented at last month's Board Meeting.

#### **New Suggestions 02/09/16**

14. Johnny has started organizing all water and sewer records in an orderly fashion.
15. All deficiencies noted in the last Water System Sanitary Survey have been addressed and corrected.
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 04/12/16:** Sampling Plan should be completed by the end of April and ready for Board approval in May. **Update 06/14/2016:** Sampling Plan to be considered for adoption tonight. A motion approving to adopt the Sampling Plan was completed at tonight's meeting. **Update 07/12/16:** Sampling Plan approved by Board at June 2016 meeting.

#### **New Suggestion 06/14/16**

17. The town has to have a Drought Management Plan approved and submitted to TDEC by June 30<sup>th</sup> 2017. David Braden was verbally given approval to begin this plan. **Update 07/12/16:** Poplar Grove Plan has been submitted to TDEC for approval. As soon as that approval is granted, I will begin working on the Town's Plan. **Update 10/11/16:** TDEC has approved the Plan for Poplar Grove and I have begun working on the Town's Plan. I should have it completed and available for the Board's review by January 1<sup>st</sup>, 2017. **Update 11/08/16:** Proposed Drought Management Plan is included in your packets tonight. Please give me feedback so that I may begin revising it according to the Town's desires. **Update 02/14/17:** This matter will be discussed at the Town's work session with TML on February 23<sup>rd</sup>. **Update 04/11/17:** Drought Management Plan is ready to be adopted by Board tonight. **Update 05/09/17:** Drought Management Plan has been sent to TDEC for their approval. It is also available on the Town's website. **Update 06/13/17:** The Drought Management Plan has been approved by the TDEC with a few minor additions requested. This minor revision request is ongoing.

#### **New Suggestion 07/12/16**

18. Apparently both pressure reducing valves at the master meter are not operating properly from time to time. This is sometimes making it very difficult for Johnny to maintain elevated tank levels especially during high demand periods. I have contacted Mr. Todd Piller concerning a quote on inspecting, calibrating and repairing these valves. I expect to have this quote within the next few days. Once this quote is received, I believe that it may be best to have these valves serviced at least yearly. **Update 08/09/16:** Mr. Piller has repaired, calibrated and adjusted both pressure reducing valves allowing the Town to better maintain adequate tank levels.

#### **New Suggestion 08/09/16**

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.

#### **New Suggestion 12/13/16**

**20.** The Town's Water Supply Contract with Poplar Grove Utility District will expire in October 2017. A proposed contract has been drafted for your consideration. **Update 02/14/17:** This matter will be discussed at the Town's work session with TML on February 23<sup>rd</sup>. **Update 03/14/17:** The proposed contract is on the agenda for the Board's consideration tonight. **Update 05/09/17:** New contract has been approved by both Boards and fully executed.

#### **New Suggestions 01/10/17**

- 21.** The Town is required by TDEC regulation to have its elevated water tanks inspected every 5 years by a qualified person. The most cost effective way to have this done is by King Engineering. They have submitted a proposal which I have for your consideration tonight. See attached. **Update 03/14/17:** Jim Hunter with KEC will have both elevated tanks inspected no later than July 1<sup>st</sup>, 2017. **Update 04/11/17:** Both elevated tanks have been inspected by KEC. No deficiencies were noted.
- 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. A letter from the Mayor outlining the Town's Plan of Corrective Action will be submitted to the State tomorrow. I expect that the State will approve this Plan. See attached. **Update 02/14/17:** The W & WFB's January meeting was rescheduled for March 13<sup>th</sup>. **Update 03/14/17:** At their March meeting, the W & WFB's will not consider the Town's Letter of Compliance. This letter from the Town will be considered at their next meeting in May. **Update 04/11/17:** The W&WFB has been notified that the Town has approved an Employee Secession Policy and a new Water Supply Contract. **Update 05/09/17:** The water and sewer ordinance will be considered tonight.

#### **New Suggestion 03/14/17**

**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 at an estimated material's cost of \$16,000.00. The County has requested that the Town fund 50% of this cost (\$8,000.00). If the Board agrees to do this, the next step would be to request permission from the Water and Wastewater Financing Board to spend these funds. \*\*\*Alderman Dittrich recused himself from discussing this topic. He is employed with A2H as an engineer.\*\*\* The Board of Mayor and Alderman (minus Alderman Dittrich) is concerned about the project cost not being in the 16-17 Budget. They would like to table this until a later date. **Update 04/11/17:** Tonight the Board will consider the funding of this project in its FY 2018 Budget. **Update 05/09/17:** The Town's share has been revised from \$8,000.00 up to \$10,500.00. The TDEC required Plans and Specifications are being developed. **Update 06/13/17:** The Board of Education has taken bids for the installation of

their portion of this sewer project. Material bids have been received for the Town and TCBOE's joint portion of this project. The total material cost came in at \$24,028.00 making the Town's portion \$12,014.00.

**Alderman Hall made a Motion to Approve Resolution No. 06132017 Tentatively Approving Contract Award of Automated Meter Reading Material. Alderwoman Chapman-Washam seconded the motion. All approved. Motion Carried.**

**Alderman Dittrich made a Motion to Approve the Second Reading of Ordinance Number 2017-06-13-01 to Set the Rates, for Water and Sewer Service of the Town of Brighton, Tennessee. Alderman Hall seconded the motion. All approved. Motion carried.**

#### **PARKS AND RECREATION REPORT**

None.

#### **PLANNING COMMISSION REPORT**

None.

#### **MAYOR AND ALDERMEN REPORTS**

**Alderman Hall made a Motion to Approve the Second Reading of Ordinance No. 2017-06-13-02 to Repeal Ordinance 06122012 in its Entirety and Substitute the Following to Establish a Personnel Policy for the Town of Brighton, Tennessee. Alderman Dittrich seconded the motion. All approved. Motion carried.**

Alderman Hall: "The only thing that I would say. This is not really a question. With this going into effect that we need to get together something that the employees will sign off on. That the Heads of Department can give their employees to sign off on. Because there's not major changes but there are changes."

#### **OLD BUSINESS**

None.

#### **NEW BUSINESS**

**Alderwoman Chapman-Washam made a Motion to Approve the First Reading of the FYE 16/17 Budget Amendment. Alderman Hall seconded the motion. All approved. Motion carried.**

**Alderwoman Chapman-Washam made a Motion to Approve the Engagement Letter for the FYE 16/17 Audit. Alderman Dittrich seconded the motion. All approved. Motion carried.**

#### **ADJOURNMENT**

Alderman Dittrich made a motion to adjourn the meeting. The motion was seconded by Alderman Hall. All approved. Motion carried. The meeting adjourned at 7:51p.m.

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**Sarah Crocker, Mayor**

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**Tammy McKinney, Recorder**