

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

September 12, 2017

7:00 PM

CALL TO ORDER, PLEDGE OF ALLEGIANCE & INVOCATION

The meeting was called to order by Mayor Sarah Crocker at 7:02p.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
Kenny Hall, Alderman
George Smith, Alderman

Absent

Jason Dittrich, Alderman

Others Attending:

Mike Durham, Brighton Police Chief
Ricky Russell, Brighton Fire Chief
David Braden, Poplar Grove Utility District

Guests: Ann Blackmon, 164 Shady Lane, Brighton, TN; Shane Greer, 68 Woodshire Ln, Brighton, TN; John and Jamesia Foucek, 15 N Main, Brighton, TN; Stephanie Murray and Michael Heldt, 14 N Main St, Brighton, TN; Lisa Delancey, The Leader; Larry and Judy Marshall, 459 Carrington Ave, Brighton, TN; Jim and Sue Wheeler, 491 Carrington Ave, Brighton, TN; Jack Baker, 1464 Brighton Clopton, Brighton, TN

APPROVAL OF MINUTES

Minutes Approval: Regular Board of Mayor and Aldermen Meeting August 8, 2017

Special Called Meeting August 14, 2017

Special Called Meeting September 5, 2017

Special Called Meeting September 11, 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. Alderwoman Chapman-Washam made a motion to pay the Town's bills. The motion was seconded by Alderman Hall. All approved. Motion carried.

ACKNOWLEDGEMENT OF GUESTS

Jim Wheeler, 491 Carrington Ave

Mr. Wheeler wanted to let the Board know that the storm drain between his and Mr. Marshall's house is collapsed in the back of it. Mr. Wheeler said "They came out a few months ago and repaired a collapsed part at the end of the street which is still holding. Now the back of that storm drain is washing our yards out like it did the one across the street about 8 or 9 years ago. The hole got 4 feet deep and they had to come out there with a front end loader about 4 or 5 times and keep putting dirt into it." He would really appreciate it if we could catch it before it gets to that point. He continued by saying "we made this complaint for 6 months and no one has addressed it. So, we want to get this complaint in the minutes". The Mayor asked if the problem was in the street area or in your property area? Mr. Wheeler replied "It's the concrete in the back of the storm drain in the yard. It's collapsed the dirt in behind the storm drain and it keeps washing back in there more and more". Mrs. Wheeler showed a picture to the Board. Mr. Wheeler added that when he complained about this issue back around May 2017, he saw a couple of maintenance workers drive by. They didn't get out of the truck. They just looked down at it and drove on by. He thought maybe something was going to happen at that point. Nothing else has happened. There's a lot of kids in that neighborhood that play sports and ride bicycles. He's afraid that someone is going to get in that hole and get hurt. He would appreciate if something would get done about it. Mayor Crocker said she would go look at it tomorrow. She will give the Board an update on where it is compared to the property line.

Shane Greer, 68 Woodshire Lane, Brighton, TN

Mr. Greer wanted to know what the status of his drain was. Mayor Crocker has calls into two different people. One that she talked to him about the other day and then another one. She hasn't heard back from them.

Mr. Greer talked to Jason (Alderman Dittrich) the other night. At the last meeting, Mr. Greer made reference to a State Stormwater Fund. After doing a little research, he couldn't find anything on that but what he did find was a Model Stormwater Utility Fee that was drawn up by John Chlarson. It's available on the MTAS website. He gave a copy to Jason and had copies printed out for everyone but I left them.

Mayor Crocker: "From what I understood and correct me if I'm wrong, but it's not like a fund from the State".

Mr. Greer: "Yes...the first information I got was that's what it was. It's not".

Ms. Tammy McKinney, Town Recorder: "I called John Chlarson. He said that technically a stormwater fund that you are speaking about is for bigger areas. Mr. Chlarson said it's like a runoff that you see at a mall".

Mr. Greer: "Then it would not be considered stormwater until it hits a certain volume?".

Ms. McKinney: "He told me you would not be considered large enough for that. This is a fee that is tacked on to the consumer".

Mr. Greer: "Right. In their model, it came down to like \$2.00 a customer. But then we can't use the water fund for stormwater only fresh water so how else do we pay for all the drainage problems that Brighton has?".

Mayor Crocker: "I see what you're saying."

Mr. Greer: "The stormwater drains benefit the community. Just trying to keep the Town from going bankrupt".

Mr. Greer continued “The other thing I wanted to talk about...I got a copy of the personnel policy a little while back. Just by looking over it, it seems to come up short in a lot of different areas. Ummmm....one there’s no code of ethics in there. There’s no harassment policy, no IT policy. Uh...there’s no uh...no zero tolerance for illegal drug use, no fraternization policy, no nepotism policy, so with those items not being in there I’m curious to what the City’s stance is on City employees using drugs? City employees using alcohol on the job? According to the policy, well there’s nothing in the policy, to address those things.”

Alderman Hall: “Well in the policy, one way it does come into effect is if there’s a work related incident. Then that also...what’s the name of that we reference in there that has to do with the gas?”

Mr. David Braden: “Federal Code 192”

Alderman Hall: “We reference that in there which covers....then you have to go look at what that is. That covers basically work related stuff.”

Mr. Greer: “The only thing in there....in the policy about drugs is all employees in safety-sensitive positions are subject to alcohol and drug testing in accordance with the Department of Transportation. Uh but it doesn’t say that you aren’t allowed to drink on the job. You aren’t allowed to do drugs. So, unfortunately it was posted; a really good point was posted on Facebook...that we’ve got a police department that are trying to stop people using drugs. Then I’m sure it’s been brought to a lot of people’s attention that we’ve got an employee; a supervisor, that is using drugs. So....it just doesn’t make sense that he’s still employed. It seems that the Town condones that activity. You know? There’s no policy against it.”

Alderman Hall: “Well I mean you are subject to drug tests and alcohol testing, so it is against it.”

Mr. Greer: “But it doesn’t say don’t do it though. It just says you are subject to testing.”

Alderman Hall: “As far as what you are speaking about of an employee, there was an employee that technically failed a drug test back last month. As a Board, we decided to suspend him without pay for 90 days. He is not allowed to be a part of anything that has to do with the Town for that time period. When he comes back, he’ll be on probation for a year with random drug testing monthly. That’s just a decision we made as a Board. The way things are handled as far as that goes right now; it’s a personnel issue and we get together and come up with the best solution. Not to say that’s the best way to handle it, but that’s the way our bylaws or personnel policies are written right now.”

Mr. Greer: “So that was based solely on the failed drug test?”

Alderman Hall: “Yes”

Mr. Greer: “What about the meriate of other things that have gone on? Like his arrest back last year? Now I know the charges were dismissed but he put himself in a position to be arrested. During working hours....”

Mayor Crocker: “No”

Mr. Greer: “No?”

Mayor Crocker: “No. You see that’s where it’s wrong. His vehicle was allowed to be at his house. He was not working the day he got arrested. So, he wasn’t on the clock when he got arrested. That’s where the missing puzzle pieces are. He was not arrested on Town time in the Town truck. None of that.

Mr. Greer: “I bring it up because I’ve heard different things.”

Mayor Crocker: “I understand and that’s what this is for. Actually the incident happened the night before. The next morning is when they came and arrested him. All charges were dropped because there was no evidence found. Now that’s with that case.”

Alderman Chapman-Washam: “In the previous case we never really knew anything about that because he wasn’t charged. You didn’t tell us because he wasn’t charged.”

Mr. Baker: “Well when he went to take the test, did he try to evade the test?”

Mayor Crocker: “I wasn’t there. He didn’t pass it. They said the temperature was off and he left. And that is considered in the Board’s eyes a failed drug test.”

Mr. Baker: “So that’s what I’m saying the Board made a decision to let him off for 3 months but when he went to take his drug test, he should have told you right then. I need help. That’s company policy all over the country.”

Mayor Crocker: “But it’s not our company policy.”

Mr. Greer: “But it is the policy if you are injured on the job, you go take a drug test. And he did not immediately go take a drug test. There’s a violation of policy right there.”

Mayor Crocker: “And that was all brought up in our meeting. The Board made a decision.”

Mr. Greer: “So it was a Board’s decision to keep him?”

Alderman Hall: “It was the Board’s decision to suspend him like we said and he also has to go through a drug rehab program and that person that he’s going through....he has to continue that process with her until she deems it’s no longer necessary.”

Mayor Crocker: “Actually she has already returned him to work but the Board said no. We said three months without pay and that was their decision.”

Mr. Greer: “Well ummm I’m not satisfied with that answer. I’m sorry I know that’s y’all’s position on it. I do want it to be known that that’s not good enough in my eyes. I do hope there’s lots of other people who feel the same way. Ummm, you’ve got somebody who’s a supervisor that is supposed to be supervising other people. He’s a liability to the Town. He’s put a big black eye on this Town. I think it’s an embarrassment. I really do. I hope you change your minds and try and go a different path. Because you see the stuff that people are saying online....at the budget meeting the gentleman told us or told y’all; you are doing a good job as long as you stay out of the newspaper. Stay out of the news. I don’t know if you remember that. He just said it in gest. I hope someone else cares to share their opinion.”

Mrs. Foucek: “I agree.”

Alderman Hall: “One of things we had to base our decision on is....on paper. That’s the first offense on paper. Now I’m not saying that there wasn’t other offenses and there wasn’t rumor of other offenses. That’s what we had to go on at the time. There’s lots and lots of employers out there that will give you a second chance with rehab.”

Mayor Crocker: “So as you know we use David Braden of Poplar Grove and we follow a lot of their footsteps. We followed their same process in this incident. Am I correct?”

Mr. Braden of Poplar Grove Utility: “Yes. I was present at the meeting. I was requested to be there. I gave advice to the Board in the absence of a policy in place at that Town. And because the policy that is in place references USDOT part 192 which specifically deals with that....ours elaborates on it and so goes into full details of what all that means. What I recommended to the Board at that time if they saw fit for leniency was to follow our policy at Poplar Grove which says the employee is off duty without pay for a period of time that is designated. First thing they have to do is visit with a substance abuse professional that is qualified to evaluate them and at that point that substance abuse professional is in control. And at that meeting the Board did see fit to follow that procedure, which is with us is a written procedure because we do have a natural gas system. But I thought it proper to advise the Board in that manner simply because their policy does reference USDOT part 192. Ours just goes much further. It details step by step and because it’s in the Town’s policy. I thought whoever was writing the policy; the intent of that was to follow those procedures because those procedures do change from time to time. That was the advice I gave the Town.”

Mayor Crocker: “Any other questions or comments?”

Alderman Hall: “I will say even the program that he is going through the Town’s not paying for that. He has to pay for it on his own dime.”

Unidentified Man: “So I’m going to say prior to this, you’ve been basically satisfied with his work then? And his work ethics?”

Alderman Hall: “I mean anything that has been brought to my attention since I’ve been here last November. I just started so I can’t go that far back”

Mayor Crocker: “He has been here for three and half years and the Town has gone from losing money ummm how much was it? He’s turned the department around....Excuse me....from \$163,000....Excuse me I have the floor please be quiet....from \$163,000 in the red to this year \$79,000 in the black. So he must be doing something right in my opinion.”

Mr. Greer: “So it’s a trade off? Morals and ethics for making money?”

Mayor Crocker: “No....you asked about his work ethic.”

Mr. Greer: “Right”

Mayor Crocker: “Work ethic would be he’s turned our department around.”

Jack Baker, 1464 Brighton Clopton Road

Mr. Baker: “I have another question. I said I was going to keep my mouth shut tonight but I can’t. What are we doing down here in the bottom this side of BCI with the tanks in the ground and the sewage?”

Mr. Braden: “From my understanding is that Jeremy with Budget got a permit from the health department to do that installation. It was installed according to the plans because I talked with King Engineering who was the engineer that drafted the plans and it is in full health department compliance. That’s my understanding?”

Mr. Baker: “That’s your understanding?”

Mr. Braden: “Yes sir”

Mr. Baker: “No fence around it but I’m not going to get into that. I have pictures of it when they were putting it in. Uh...where is he hauling the sewage from?”

Mr. Braden: “Wherever he pumps from. He does a lot of work and pumping for the Town. He also does I’m assuming private septic tanks on their property. And basically what’s happening there is just like septic tank works here in Town, it goes into those septic tanks and the gray water flows off into the Town’s system which the Town collects revenue from. What rot rots and what’s settled out is settled out. Obviously eventually, they would need to be cleaned out as well. That solid waste might have to be hauled off somewhere.”

Mr. Baker: “So he’s hauling it out of Memphis too?”

Mr. Braden: “I have no idea, no sir. I know nothing about his business.”

Mr. Baker: “Well I know for a fact. So the Town of Brighton....the fine folks here are paying for sewage. So your BOD, COD and all your solids....what are you charging him compared to what you are charging these people?”

Mr. Braden: “He is set up for a quarterly billing. If I’m not mistaken, he receives a monthly bill. But then just as Wells Processing is set up for a quarterly sample to be collected...the additional over a limit of I think it’s 250 on BOD and 250 on suspended solids, anything over that is charged at a rate the same as Wells Processing. Wells Processing contract has been in place for many many years.”

Mr. Baker: “What I’m saying is....why did the Town of Brighton ok bringing other people’s sewage in here that these people are paying to get rid of? They’ve got a place in Memphis for him to dump. They could carry it right to Munford but it would cost him. There’s something that’s not right and y’all need to figure out what it is before someone figures out what it is. And these people don’t even know about it. But what y’all are doing is not right.”

Mayor Crocker: “I’m not understanding how you are saying that?”

Mr. Baker: “You are taking other people’s sewage. He picks up Turner’s Dairy in Memphis. He pumps the sludge out. I know what he does. Been around a long time. Keep my eyes open. He brings it over here and he dumps it. He puts it on y’all’s sewer charges. If he ain’t doing that...what’s he not doing? He’s got a place in Memphis but the thing in Memphis is it will cost him more money.”

Mr. Braden: “It is metered.”

Mr. Baker: “It is metered but it’s not checked...every hour, every 2 hours, every 3 hours, every 4 hours.”

Mr. Braden: “The Town does not have personnel to maintain that type of testing equipment. Like I said he was set up exactly the same way as Wells Processing which is a standard across the State. A quarterly sample is pulled and additional billing is done at that point. And he does receive a monthly billing.”

Mr. Baker: “He’s in the City of Brighton but he’s hauling from out of the county. Y’all can do what you want to do but you need to take a look at it. Number one...there’s no fence around it. They just went over there and buried some tanks in the ground and drew a line around it. Put a meter on it. It don’t tell you nothing. He could bring chemicals in there and dump it as far as I’m concerned. Y’all paying for it. It’s y’all’s sewer. I don’t have sewer.”

Alderman Hall: “You were saying they were paying for it. Meaning City residents are paying for his sewage. Is that what you are saying?”

Mr. Baker: “That’s exactly what you are doing. It goes to the treatment plant in Munford. They are charging you for what everybody dumps.”

Alderman Hall: “But he pays for what he dumps.”

Mr. Baker: “Does he? I’m going to tell you right now. There’s a wolf in the woods.”

Mayor Crocker: “There’s a what?”

Mr. Baker: “A wolf in the woods. I don’t like it.”

Alderman Hall: “That’s what I’m trying to figure out. I don’t understand what you are talking about?”

Mr. Baker: “I go to Memphis and pick up 500 gallons of sludge. I’m talking about sludge. He puts it in this tank. He fills it up. Before long, sludge is coming out along with the water.”

Alderman Hall: “Into the sewage pipes?”

Mr. Baker: “Into the sewer system.”

Mayor Crocker: “But he has a meter on his tank?”

Mr. Baker: “It doesn’t matter. They aren’t checking it.”

Mayor Crocker: “He gets tested quarterly.”

Mr. Baker: “Quarterly...that’s once a month”.

Mayor Crocker: “That’s actually once every three months.”

Mr. Baker: “Ok once every three months people. They check daily.”

Alderman Hall: “I don’t understand. What’s the benefit of doing daily?”

Mr. Baker: “I can bring a load of acid in here and say it’s 4.9. It goes to the treatment facility. I don’t know how they are treating your sewage down there. It’s probably on a ph of 7. Some are high. Some are low. So that knocks me up to do more down there. Say it’s a ph of 12. That’s on the high side. Hey look y’all are paying for it.”

Mayor Crocker: “I don’t know what that has to do with anything.”

Mr. Braden: “The tanks down there were designed according to what I’ve talked to King Engineer about it to where solids and grease will not transfer. It is strictly made where the gray water will flow out of there. Plus, he does bring up a valid point where something could be brought in from Memphis and dumped and alter your ph system, your BOD, or anything like that. But, when you own a sewer system that could happen anywhere in your system. Somebody could do it from their home. Somebody could do it from a manhole.”

Mr. Baker: “Was it bid out?”

Mr. Braden: “The Town had nothing to do except allow him to make the connection. The Town paid nothing on the septic tanks, nothing on the construction, paid nothing. . . .allowed him to make the connection like they would any other customer. His just happens to be a business. I don’t even know the man. I came in on the tail in of it. It was already planned and already on. But I found out the contract that he’s got is exactly the same as Wells Processing with the same limits and the same fees.

Unidentified Man: “Is that his property that the tanks are on? Or does that belong to the City?”

Mr. Braden: “No that’s his private property. If there’s any evidence that the contract is being violated, I’m sure that can be brought before the Town. Any solid evidence? The Town will fully investigate. It’s easy to check out and the Town can go from there. But hearsay is not proof. ”

Mr. Baker: “Do you work for the City of Brighton?”

Mr. Braden: “No sir well I do as a contractor”

Mr. Baker: “Well then maybe as a contractor you should go down and take samples of it.”

Mr. Braden: “If the Town asks me to do that I would be happy to do that.”

Mr. Baker: “Every time you turn around you are messing with the City water and you are messing with the City sewer, but you are trying to balance it out. You go up on the water and go down on the sewage. You go up on your sewer you go down on your water but it still balanced out regardless of how you put it. So you are paying Munford and they are charging you by what you are putting in there.”

Alderman Hall: “By the volume right?”

Mr. Baker: “By the standards, high ph, low ph...”

Mr. Braden: “Munford charges strictly by volume.”

Mr. Baker: “Ok so you are paying by volume. He is dumping in your sewer. Is he paying the same rate that it would cost him to dump it in Memphis? I’m going to say no because that’s reason he’s dumping it over there.”

Mr. Foucek: “I think what he wants to know is he paying the rate as we are. We pay for water and sewer at the same amount. Is he getting charged the same thing as we are getting charged?”

Mrs. Foucek: “I think what he’s asking is he being charged here what he’s being charged in Memphis. Why would he haul it out here if he’s not getting a break?”

Alderman Hall: “Because he lives here and his business is here.”

Mr. Braden: “My understanding is the rate that’s being charged per volume of water is the same. I have not seen the rate but I’m assured that it is. And he is also being charged a quarterly surcharge for anything that has a higher BOD and suspended solids than domestic waste water. I think I am remembering that properly because I have seen the contract and I have read the contract.”

Alderman Chapman-Washam: “I’m sure he’s getting a better rate than Memphis or he wouldn’t be doing that but does the contract state that it has to be Brighton residents or Tipton County residents pumped?”

Mr. Braden: “I did not negotiate the contract. I do not know Jeremy.”

Mr. Baker: “Who approved it?”

Mayor Crocker: “Our Planning Commission”

Mr. Baker: “Really? If I was the people of the City of Brighton, we would be going round and round. You know how I am when I get something on my mind. Remember Wells Processing Plant with the blood and the guts and stuff going down the road? I will fight you. I will be here at every meeting. And it will probably hit the papers and may hit Channel 5, 3, 13 or 24 news.”

Alderman Hall: “Other than us going and checking it to make sure he’s inspected, what else could we do?”

Mr. Baker: “You could put in a (couldn’t understand what he said).”

Mayor Crocker: “What is that?”

Mr. Braden: “That’s an electronic measuring device. There’s actually an ultrasonic meter in there to measure all the volume. That meter is in place. That meter has been inspected and that meter is working.”

Alderman Smith: “Where does he carry the solids?”

Mr. Braden: “I could not answer that question. I know there’s some land application facilities. I don’t know if there’s one in Tipton County. I know there’s one in Lauderdale County. But, I don’t know what his arrangements are there. I have no idea. I have never even met the man. I’ve only heard his name and his company. I don’t even know his last name.”

Mr. Baker: “So if he brings in a \$1,000 gallons of acid and it goes through the meter....that’s a liquid right? The meter reads it.”

Mr. Braden: “Sir as I said earlier, if there’s any solid evidence other than hearsay or innuendos, the Town would be happy to investigate. That would be illegal and that violate and void the contract. If I’m not mistaken, the contract also includes civil and possible criminal penalties.”

Mr. Foucek: “So is there some kind of test that you can test to see what is being dumped each time?”

Mr. Braden: “Such as you have your contract with every person here and you tell them don’t put grease down the drain, don’t put this, don’t do that. There is that certain level of trust but you have that level of trust with every person on the system. You have to.”

Alderman Hall: “What type of testing do we do on a quarterly basis? Would it test for that violation?”

Mr. Braden: “It certainly could test for that?”

Mr. Foucek: “But is it being tested for that?”

Mr. Braden: “I do not know.”

Mr. Baker: “But the question is why? Why does he want to bring it from different counties to dump in the City of Brighton?”

Mayor Crocker: “We don’t know if he’s doing that. I know he does a lot of pumping around here.”

Alderman Hall: “The only thing I have to assume is that I know his business is here and I know he lives here so....”

Mr. Foucek: “I guess when he picks up apparently he has some type of paperwork that says I’ve been to this business. I’ve picked up here. I’ve picked up there. So, you will what businesses he’s picked up at. There is some type of paperwork somewhere.”

Mayor Crocker: “I mean I’m sure he’s got it. I don’t know where he’s picking up at or nothing.”

Mr. Foucek: “Well I think you should get his paperwork and look through it and find out if he’s bringing it up from Memphis up to here.”

Alderman Hall: “No matter if he’s bringing it from Memphis or not, he’s still being charged for it. That’s what I don’t understand. He’s getting charged by the volume.”

Mayor Crocker: “We are going to table this until another day and find out what the contract says.”

John and Jamesia Foucek, 15 N Main St, Brighton, TN

Mr. Foucek reminded the Board that last month they said the speed limit signs were in. Alderman Hall replied that he’s seen some going up. He just started seeing them go up this week. Mr. Foucek said I saw them put up the height sign for the tunnel up by Uncle Sam’s but there’s nothing coming from the other direction. Mrs. Foucek added that she has pictures and videos of the trucks turning around. Mrs. Foucek continued by saying “I don’t care if they use my driveway to turn around. That’s not the issue. The issue is the safety of the speeders coming through when these idiots are trying to turn around.” Mayor Crocker replied by saying she would make sure they got those speed limit signs up. Mrs. Foucek said to also enforce them because they’ve heard some things about that too. That there are some issues there.” Mr. Foucek said he heard they will not be on zero tolerance for the speed limit that they have to be 5 mph over. This is after it was noted that once the speed limit signs went up that there would be zero tolerance.

Mr. Foucek also wanted to let the Board know that he can see where the maintenance department worked on the bricks on the sidewalk. Mrs. Foucek said “they liquid nailed them to a sandy base. So, they are still wobbly. Mayor Crocker said she has spoken to maintenance department and they are getting someone else who knows a little more about repairing the sidewalk.

Stephanie Murray and Michael Heldt, 14 N Main St, Brighton, TN

Mr. Heldt stated “the stop sign at the corner of his property has been knocked over by a semi-truck. Whomever came and reset it, just stuck it in the dirt.

DEPARTMENTAL REPORTS

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

Chief Russell said upon approval he will be completing a letter requesting funding from the county.

Police Department: Officer Max presented the monthly status report (see attached report).

Chief Durham told the Board that the radar trailer delivered today. They will be placing it in different areas around Town. So, that people will notice the speed they are going and slow down a little bit. Generally, it’s 13mph over the speed limit before they write a citation. Mr. Foucek asked if that was different in the subdivision. Chief Durham replied “yes it’s a little different in a subdivision. It’s the officer’s discretion whether they want to write a citation for 5 over, 10 over or 15 over.” He told the Fouceks’ that they will probably be using their driveway to set the radar up. Someone also asked if they would set radar up at the middle school because the high school kids speed through there after school. Mayor Crocker also added that we are trying to get a School Zone added there. It has to be done by ordinance.

Chief Durham wanted to update the Board on the crossing guard that was hit on the highway. It was the second incident involving a crossing guard. The first one happened about 4 or 5 years ago where people out of Mississippi slammed into the back of the police car. I think of both of them ended up dying with injuries sustained in that accident. Then Siji got hit. They were going to try and talk to Debra Moody about taking down the fence on Highway 51 so that they could give the school another way out. Siji is doing well. She will be getting an MRI on her knee.

Public Works: Mr. David Braden presented the monthly status report (see attached report).

Mr. David Braden was given the floor. Updates were addressed for the list of suggestions below:

Concerning the two leaks at 1828 Old Hwy 51, the Town had absolutely no reference to the 8 inch pipe on a paper map or a digital map. Just so happened, one of our construction foreman found the valve to cut it off. Why the valve is on Portersville Road, I have no idea? It doesn’t really make any sense. However, everything that has been found during that construction has now been mapped on paper. It was also be digitized by Tipton County GIS.

The area located by 952 Kenwood where a leak happened last month will soon be repaired.

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 06/14/2016:** 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 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 09/12/2017:** Industrial Controls and Electrical has begun the telemetry installation at the tank site. They anticipate completion by mid October.

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.
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%.
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.

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. 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 13th. **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 Seccession Policy and a new Water Supply Contract. **Update 05/09/17:** The water and sewer ordinance will be considered tonight. **Update 07/11/17:** Tammy and I are working with Local Government to update billing codes and rates. As soon as this is done, the Town will have met all the requirements of the Water and Wastewater Financing Board. **Update 08/08/17:** Because I had misinterpreted the existing Water and Sewer rates, the increases that had been voted on in October 2016 were incorrect. The Board is considering those correcting rates tonight.
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 Ton 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. **Update 07/11/17:** Tipton County Board of Education has completed its portion of the project by connection BEC to the Donald Jackett pump station. Materials for the force main are currently being received. We are awaiting plans approval from TDEC to begin installing force main. **Update 08/08/2017:** BES sewer is now connected to the Donald Jackett pump station. The new force sewer line is currently being installed and should be completed by mid September. **Update 09/12/2017:** The new sewer force main is completed from the Donald Jackett pump station to the manhole in front of Lincare. The air release valves are being installed now. The pressure and draw down testing should be completed soon allowing the line to come into service by mid September.

Resolution #09122017 authorizing and providing for the financing of the construction of a waiver facilities project. **A motion was made by Alderman Hall to approve Resolution #09122017 as presented. The motion was seconded by Alderwoman Chapman-Washam. All approved. Motion carried.**

It was mandated by the State of Tennessee to increase our Town's water/sewer rates by 10% due to the loan to replace the water pipes. **A motion was made by Alderwoman Chapman-Washam to approve**

the Second Reading of Ordinance #2017-09-12 to set the rates, for water and sewer service. The motion was seconded by Alderman Hall. All approved motion carried.

PARKS AND RECREATION REPORT

None.

PLANNING COMMISSION REPORT

None.

MAYOR AND ALDERMEN REPORTS

The Mayor thanked the Fire and Police Departments for their efforts during Siji Hutcherson's accident.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

Alderman Hall made a motion to adjourn the meeting. The motion was seconded by Alderwoman Chapman-Washam. All approved. Motion carried. The meeting adjourned at 8:12p.m.

Sarah Crocker, Mayor

Tammy McKinney, Town Recorder