



TOWN OF BRIGHTON

1270 Old Hwy 51 SOUTH * POST OFFICE BOX 277 * BRIGHTON, TENNESSEE 38011

BOARD OF MAYOR AND ALDERMEN MEETING

December 12, 2023

7:00 PM

CALL TO ORDER

The meeting was called to order by Mayor Chapman-Washam at 7:01 p.m.

ROLL CALL

Present

Stephanie Chapman-Washam, Mayor
Melissa Sartain, Vice Mayor
Eunice Foster, Alderman
Kristin Gardner, Alderwoman
Dave Huffman, Alderman

Absent

Others Attending:

Brad Fowler, Brighton Fire Chief
David Braden, Poplar Grove Utility
Mark Daughtery, Brighton Code Enforcement
Blaine Max, Brighton Police Chief
Charity Parimore, Town Recorder
Shelby Combs, Eckel Law Office
Doylen Baskin, Brighton Police Department
Jacob Blevins, Brighton Police Department

Guests: Megan Daughtery, 1879 Old Memphis Rd., Covington, TN; Kenneth A. Deer, 111 Brighton Village Loop, Brighton, TN; Alice Deer, 111 Brighton Village Loop, Brighton, TN; Reagan Beasley, 136 Brighton Village Loop, Brighton, TN; Ivy Beasley, 136 Brighton Village Loop, Brighton, TN; Evan

Whited, 8 Brighton Village Loop, Brighton, TN; Edward Brammer, 467 E. Kenwood, Brighton, TN; Gus Smith, 147 Phillips Dr., Brighton, TN; Gail & Russ Good, 338 Old Hwy 51 S., Brighton, TN; Ed Brammer, 467 E. Kenwood, Brighton, TN; Alice Wakefield, 33 Huffman Road, Brighton, TN; Kyle Smith, 120 Phillips St., Brighton, TN.

Mayor Washam went over Rules of Board Meeting.

APPROVAL OF MINUTES

Minutes Approval: Regular Scheduled Board Meeting - November 14, 2023

Vice Mayor Sartain made a motion to approve the minutes. Alderwoman Gardner seconded the motion. All approved. Motion carried.

FINANCIAL REPORTS/PAYMENT OF BILLS

Alderwoman Gardner made a motion to approve the bills as presented. Alderman Foster seconded the motion. All approved. Motion carried.

CITIZEN CONCERNS

Mr. Raegan Beasley, 136 Brighton Village Loop, Brighton, TN - He is the speaker for his group – They have a petition to abolish Title 13 Ordinance 07082008-01 that Brighton has currently.

The Board responded that they would look into the current Ordinances and consider updating these Ordinances. They did say that this would take time and there is a process to getting these ordinances updated or changed if that was what was decided.

Mr. Beasley did agree to give the Board a copy of his petition at the end of the meeting.

Mr. Ed Brammer, 467 E. Kenwood, Brighton, TN – Mr. Brammer was concerned about the Warning he received from Code Enforcement. Mr. Brammer was also concerned about the lowering of the speed limit from 40 to 30 MPH on Old Hwy 51.

The board responded that they understood that some of the Ordinances were older and that they were open to looking into this and possibly changing or updating some of these Ordinances.

The board responded to the speed limit change. This was not something that was just lowered. It was lowered after several businesses and citizens came to Board Members and past Board Meetings asking for the speed limit to be lowered. TDOT also said that the speed limit needed to be lowered because it was a street where there were several businesses and a school located.

Mr. Gus Smith, 147 Phillips Dr., Brighton, TN – Mr. Smith wanted to know how many people came to the past meetings to have the speed limit lowered. He asked if he had the same amount of people to come to a Board Meeting that wanted the speed limit raised back up to 40 MPH, would the speed limit be raised back up to 40 MPH.

The board responded that if there were enough people that wanted it to be raised back up to 40 MPH and could give a reason why that it would be considered.

Mr. Smith asked if anyone had checked 344 Trotter Rd. for Code violations.

Mayor Chapman- Washam responded that property was in the County and not in the Town of Brighton city limits.

Mr. Russ Good, 338 Old Hwy 51 S., Brighton, TN– His concern was that the speed limit was changed and who asked for it to be changed.

Mayor Chapman- Washam pointed out that Mr. Good was one of the people that came to the past board meetings with concerns about the 40 MPH speed limit. Mr. Good offered in the past for the Police to sit in his driveway to catch people speeding past his house.

Mrs. Alice Wakefield, 33 Huffman, Brighton, TN – Her issue was she got a warning about cars that are not hers but belong to her son who is currently in jail. Ms. Wakefield said she does not have the power or ability to do anything about those vehicles. They are working vehicles, but do not have current tags.

The board responded that some of the Ordinances were going to be looked at and were willing to work with citizens.

Mr. Kyle Smith, 120 Phillips St., Brighton, TN– He wanted to know the process of adopting the 2018 International Property Maintenance Code.

Mayor Chapman – Washam responded that the Second Reading will be at this board meeting. If you do get a warning, reach out to Mr. Daughtery he will work with them and if they wanted to voice their concern they could come to a Board Meeting.

Mr. Smith also wanted to know how the speed limit was changed on Old Hwy 51 from 40 MPH to 30 MPH. He also wanted to know if enough people came to a Board Meeting and voiced their concerns about wanting the speed limit raised back up to 40 MPH would that be possible.

Mayor Chapman-Washam responded that the speed limit change was voted on by the board. Mayor Chapman-Washam said as far as raising the speed limit back up they were willing to listen, but would also have to have reasons why it should be raised back up to 40 MPH.

Mr. Smith asked why we now a new Code Enforcement Officer.

Mayor Chapman- Washam responded that in 2015 Mr. Hernandez left the Town of Brighton. For several years they did not have a Code Enforcement Officer. In 2020 Town of Brighton hired Mr. Gatlin. Mr. Gatlin found other employment in 2023. Mr. Daughtery was hired with all of his licenses and certifications in October of this year.

Floor is closed.

DEPARTMENTAL REPORTS

FIRE DEPARTMENT: Chief Brad Fowler, Brighton Fire Chief, presented the monthly status report.

There will be an award presented at a later board meeting for a 10 year old at one of the house fires that was able to get his mother and baby sister out of the house. It is the Red Cross Life Saver Award.

POLICE DEPARTMENT: Chief Blaine Max, Brighton Police Chief, presented the monthly status report.

Mayor Chapman- Washam asked Chief Max to speak with Rosemary at the South Tipton Chamber about posting the position for a Brighton Officer in the newsletter.

PUBLIC WORKS DEPARTMENT: Mr. David Braden, Poplar Grove Utility presented the monthly status report.

Alderman Foster asked Mr. Braden if he knew what happened to the damaged stop sign at the 4-way stop at Uncle Sam's.

Mr. Braden said he did not know for sure, but just speculating that a larger vehicle may have taken the corner to closely. According to residents that lived in that area they did not hear any collision like noises. It did not seem to be struck but rolled over.

Suggestions to improve operations-Updated (not necessarily in order of importance):

- 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.)

RESOLVED

- 2) Have all large water meters tested, calibrated, repaired, changed out, etc.
Update: Purchase Order issued for the 14 large meters.

RESOLVED

- 3) Set up a methodical water meter change out program instead of changing out all small water

meters.

RESOLVED

- 4) Stop using private lab for quarterly wastewater sample and use Munford's lab.

RESOLVED

- 5) Get Johnny Payne certified in Distribution, Collection and Backflow

RESOLVED

- 6) Evaluate the number of employees needed in the field.
- 7) Direct employees to stock the shelves with materials needed for day-to-day operations and for repair purposes.

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.

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.)

RESOLVED

- 10) Institute a chain of command and make every employee aware of it.

RESOLVED

- 11) Consider changing out the meters that have 1.0 million gallons usage.

RESOLVED

- 12) #New: 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.

RESOLVED

- 13) #New: The Town has at least one company that has been given permission in the past to use the Town's hydrants to fill tanks.

RESOLVED

- 14)&New: Johnny has started organizing all water and sewer records in an orderly fashion.

- 15)&New: All deficiencies noted in the last Water System Sanitary Survey have been addressed and

corrected.

RESOLVED

16)&New: Johnny and I have started working on updating the Sampling Plan to bring it into compliance with EPA's new Coliform Monitoring Rule.

RESOLVED

17) -New: The Town has to have a Drought Management Plan approved and submitted to TDEC by June 30th 2017. With the Mayor and Board's permission, I'll begin working on this after Poplar Grove's is approved.

18) *New: Apparently both pressure reducing valves at the master meter are not operating properly from time to time.

RESOLVED

19) #New: 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.

COMPLETED

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

RESOLVED

21)New: The Town is required by TDEC regulations to have its elevated water tanks inspected every 5 years by a qualified person.

RESOLVED

22)New: The Town's Water & Sewer System is under an order from the State's Water and Wastewater Financing Board to improve its financial standing.

RESOLVED

23)New: 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.

RESOLVED

24) New: The Town has recently experienced problems with wet wipes at High School and Dale Smith Pump Stations.

RESOLVED

25) New: Mr. John 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.

RESOLVED (PHASES 1 & 2 Completed)

Update: Community Development Partners and KEC are working to finalize the paperwork for the next round of grants. There doesn't appear to be any reason that this grant application won't be submitted on time.

Update: Last week, I spoke with Ms. Mattie Cushman concerning the grant application. Because the State's staff is also dealing with the American Rescue Plan funding, announcements concerning grants have been delayed. However, they should be making grant awards soon.

Update: We have been told by E&CD that the grant awards will be announced in mid to late January 2022.

Update: The Town has been awarded \$326,679.00 in the most recent round of grants for drainage repairs within the Town.

Update: Things are progressing on schedule with the Town having to acquire one temporary easement to expand a catch basin.

Update: Plans and Specification by KEC are 98% complete. CDP is drafting the one temporary easement this is required and should be completing the environmental review within the next 30 days.

Update: Plans and Specifications by KEC are complete and have been reviewed/approved by the Town. The environmental review has been completed by

CDP. submitted to TDEC and we are expecting the Letter of Release of Contract Conditions any day now.

Update: TDEC has allowed the project to go out for bids with an ad in the Jackson Sun on August 11th and bids to be received at Town Hall on August 26th at 2:00 p.m.

Update: Bids were received on August 26th. We are currently awaiting the affidavit of publication from the newspaper so that the bid package can be sent to CDP to forward to the State for approval.

Update: Affidavit of Publication was received by KEC on September 26th, Bid Package was sent to CDP on that same day and CDP forwarded the Bid Package to the State on October 11th. We are now waiting on Bid Package approval by the State.

Update: The contract has been awarded to Portland Utilities and they started to work on October 31st. They have completed the cleaning and videoing of the drainage pipes on Windward Place.

Update: The Contractor, Portland Utilities has cleaned and CCTV'ed the pipe, prepping it for the liner installation. They is currently awaiting delivery of the liner materials.

Update: Portland Utilities is approximately 50% complete with the CIPP along Winward Place. All 4 inlets have been repaired with the Bulldogs Process.

Update: Portland Utilities has completed this portion of the drainage repair project.

Update: On March 10th, KEC submitted the project's Final Pay Request to CDP for processing and submittal to the State.

26)New: 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 clean-up project. I am currently making contact with TDEC's Nashville office to learn more about this program.

Update: 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: 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)New: 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 adoption of it at this meeting.

RESOLVED

28)New: The Town has been directed by its insurance carrier to develop a Sewer Backup Prevention Program.

RESOLVED

29)New: In our efforts to resolve # 24, it has been discovered that an active, ongoing septic tank pumping program may be necessary to completely resolve the problem of solids in the Town's main pumping stations. Sometime in the near future, KEC, Mr. Briles and I will probably be making recommendations as to implementing this maintenance program.

RESOLVED

30)New: It has recently come to our attention that the Dale Smith Pump Station is probably not pumping at its rated capacity which causes the pumps to run longer, increases wear on the pumps and motors, increases energy consumption and long term, limits the Town's ability to grow. After consulting KEC, we believe that the issue may be the 4 air release valves improperly working on the 10" force main (from the station to the McLaughlin Drive meter) which allows air to remain trapped within the pipe. These valves have been located and with the Board's permission, will soon be tested

and serviced or replaced. After the air release valves are working properly, we would also like the Board's permission to have KEC do a draw down test on the Dale Smith Station to determine the pumps actual pumping capacity.

Update: The 4 air release valves on the 10" force main have been replaced with new valves. We are currently attempting to coordinate with the Town of Atoka & A2H in order to do a realistic draw down test at the Dale Smith Station.

Update: The drawn down test at Dale Smith Pump Station has been completed and the results are in Ken King's Report. These results indicate that the pump station's efficiency has improved with the replacement of the 4 air release valves but is still not what it should be. Our focus has now shifted to the abandoned booster pump station located at US 51 & McLaughlin. As soon as possible, this station will be checked to determine if all valves at the station are 100% open.

David Braden

The Total Trihalomethane & Halo Acidic Acid testing samples have been collected and we are currently awaiting the results. According to Fed Ex, these samples were delivered to the lab however, the lab says that they can't account for them. Ms. Rush at TDEC has instructed us to resample and we have requested a new sampling kit from Pace Analytical. **These recollection samples were collected on 11/27/23 by Public Works and analyzed by Pace on 11/29/23 with results well below the Maximum Contaminant Levels. I have copies of the results available.**

CODE ENFORCEMENT DEPARTMENT: Mr. Mark Daughtery, Brighton Code Enforcement, presented the monthly status report.

Ordinance 20231114-3 – 2nd Reading – to amend the Brighton Municipal code related to various fees, rates and other revenue structures regarding the building and planning departments. Alderwoman Gardner made a motion to approve the 2nd Reading for Ordinance 20231114-3. Alderman Foster seconded the motion. All approved. Motion Carried.

Ordinance 20231114-4 – 2nd Reading – adopting the 2018 edition of the International Property Maintenance Code.

Alderman Foster made a motion to approve the 2nd Reading for Ordinance 20231114-4. Alderwoman Gardner seconded the motion. All approved. Motion carried.

Mr. Daughtery addressed the fact that when he was hired at the Town of Brighton the procedure was to first send a certified letter which cost \$8.56 per letter. So, for the month of November that was a savings

of \$222.56 just by issuing a warning first. This is a courtesy warning which gives Mr. Daughtery the ability to give each individual more time and saving the town the cost of the certified letter.

Mr. Daughtery documents all of the violations he writes warnings for with pictures.

Mr. Huffman asked if tried to make direct contact with the citizens before hanging the orange letters.

Mr. Daughtery responded that he does not, because he does not know each individuals work and sleep schedules and with the letter he hangs them on the front door so they can see them. Which is one of the reasons they are orange to stand out.

PARKS DEPARTMENT – Basketball is on hold, because of roof and floor repair. They have finished the sloped part of the roof and should be working on the flat part of the roof this week.

PLANNING COMMISSION

None

OLD BUSINESS

Ordinance 20231114-5 – Second Reading to amend Ordinance 20231114-5 – to zone certain territory and incorporate the same within the corporate boundaries of the Town of Brighton, TN. Amending the wording from western to eastern.

Vice Mayor Sartain made a motion to amend Ordinance 20231114-5. Alderman Foster seconded that motion. All approved. Motion carried.

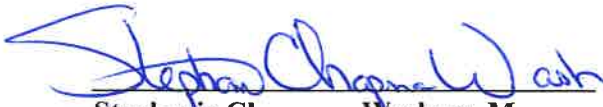
NEW BUSINESS

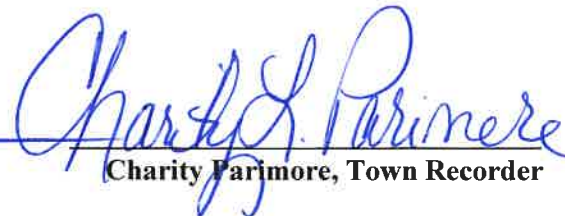
None

Mayor Chapman- Washam asked all Alderman and Alderwoman that needed Continuing Education to please make sure to get that done.

ADJOURNMENT

Vice-Mayor Sartain made a motion to adjourn. Alderman Foster seconded the motion. All approved. Motion carried. The meeting adjourned at 8:25pm.


Stephanie Chapman-Washam, Mayor


Charity Farimore, Town Recorder