



TOWN OF BRIGHTON

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

BOARD OF MAYOR AND ALDERMEN MEETING

January 09, 2024

7:00 PM

CALL TO ORDER

The meeting was called to order by Mayor Chapman-Washam at 7:00 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
Jonathan Briles – Brighton Public Works
Mark Daughtery, Brighton Code Enforcement
Blaine Max, Brighton Police Chief
Charity Parimore, Town Recorder
Jacob Blevins, Brighton Police Department

Guests: Kenneth A. Deer, 111 Brighton Village Loop, Brighton, TN; Reagan Beasley, 136 Brighton Village Loop, Brighton, TN; Ivy Beasley, 136 Brighton Village Loop, Brighton, TN; Edward Brammer, 467 E. Kenwood, Brighton, TN; Gus Smith, 147 Phillips Dr., Brighton, TN; David Copeland, 4110 Brighton Clopton Rd., Brighton, TN; David Grape, 342 Miss Helen Circle, Brighton, TN; Nicholas Bolton, 85 Wylie Dr. Brighton, TN.

Mayor Washam went over Rules of Board Meeting.

APPROVAL OF MINUTES

Minutes Approval: Regular Scheduled Board Meeting – December 12, 2023
Public Hearing – December 12, 2023

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

FINANCIAL REPORTS/PAYMENT OF BILLS

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

CITIZEN CONCERNS

Mr. Edward Brammer, 467 E. Kenwood, Brighton, TN – Asked about the budget and if it was balanced. Mr. Brammer also questioned exactly who asked for the speed limit to be raised on Old Hwy 51. He asked about the Code Enforcement warnings and what could happen to his personnel property.

The Mayor responded that the budget is balanced and that water was the only issue and should be corrected now that the Comptroller sent a letter asking the Town of Brighton to raise the Town's water rates. Those rates were raised for the first time since 2017 on December 1, 2023.

The board responded to the speed limit being lowered.

Alderman Foster responded to Mr. Brammers questions about the Code Enforcement warnings. Alderman Huffman responded as well and asked that he be patient and they were looking at the issues brought up, but it would take time.

Raegan Beasley, 136 Brighton Village Loop, Brighton, TN – Had concerns about the ordinance and new property maintenance codes. He went through and picked out everything he thought was unconstitutional about the Property Maintenance Code. He also had concerns about the raised water rates.

Mayor Washam responded and explained the new Ordinance that was passed on December 12, 2023 The Property Maintenance Code that was adopted is the same one that is enforced in the other surrounding towns and cities.

The Mayor responded that the rates have not been raised since 2017 and that the Town has had increases from Poplar Grove for water and City of Munford for Sewer. The Town had no choice per the Comptroller but to raise the Town's water and sewer rates.

Mr. Gus Smith, 147 Phillips Dr., Brighton, TN – Mr. Smith asked if any money had been borrowed for the Water account from the General Funds account? Mr. Smith asked Brighton Elementary School Principal Ms. Avery if she complained about the speed limit in front of the school and she said no. He also stated that Fastimes did not have an issue with the speed limit either.

The Mayor responded that they have not borrowed from the General Fund account to fund the Water account.

The Mayor responded in regards to the speed limit that she did not speak with Ms. Avery or even say that she was the principal at the time it was first brought up.

Mr. David Grape, 342 Miss Helen Circle, Brighton, TN– his concerns was that it took 6 months to send him an email stating the Town of Brighton's Policy was that the Town of Brighton was not responsible for the Septic Tank just the exit line from the septic tank to the main. He also said that the clerks in the front could not explain to him what SWU was on his bill.

The Mayor responded that when the grant was setup for drainage issues it was advised to setup a Storm Water Fee Fund so that when we have to match the money from the grant, we have the money in the account.

Mr. Grape said when he asked Mr. Briles when Public Works would come look at his septic tank, he was told that it would have to be backing up before they would come out to look at the tank.

Mayor Washam responded that it does not have to back up, that he would need to call or come in to Town Hall and they would put him on the list to come out and look at his tank.

Mr. Grape said he has done both and that no one has come out and looked at it yet. Mr. Grape said that he thought the city was responsible to maintain the septic tank which is every 5-7 years. He asked that they email him a letter that the Town is not responsible or put him on the list for Preventative Maintenance.

The Mayor responded to all of Mr. Grapes concerns about his Septic issues.

Mr. Nicholas Bolton, 85 Wylie Dr., Brighton, TN – His issue was while he did not necessarily disagree, he thought 10 days was not enough time to rectify the issue. He also thought the public should have been made aware before Mr. Daughtery started handing out notices.

His other issue was the speed limit in front of his home on Wylie Drive. Mr. Bolton said he doesn't think the police are out there enough and also suggested painting lines on Wylie Drive.

Alderman Foster responded if time was an issue, then he should come to the Board and request more time.

Mayor Washam responded about the speeding issue. That the complaints come in both ways, some complain about the police writing too many tickets and others complain that the police do not do enough to keep the speeding down. Mayor Washam stated that they would make sure to have more of a police presence in his neighborhood and on his street.

Floor is closed.

DEPARTMENTAL REPORTS

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

There was a 7-year-old that called for help and was able to get himself as well as his mother out of the house. The Brighton Fire Department plans on presenting him as well as another boy from the month of November the Red Cross Life Saver Award.

Chief Fowler asked for reallocation of Mutual Aid Fund \$44,127.00 from Tipton County.

Alderman Foster made the motion to approve the reallocation of the Mutual Aid Fund. Alderwoman Gardner seconded the motion. All approved. Motion Carried.

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

One of Brighton's Police Officers resigned effective 1/19/2024. He is going to the Tipton County Sheriffs Office.

VCIF Funds items are still continuing to arrive, as they arrive and we issue payment we will request reimbursement.

Chief Max addressed the speeding issues on Wylie Drive. He said people complain about the speeding, the police department writes tickets and then people complain about the police department writing too many tickets. He said it has been a cycle since he started nine years ago.

He discussed the speed limit change on Old Hwy 51 S. He said he does not think they have increased on the number of tickets written.

Alderman Huffman said that he recently drove Old Hwy 51 from the highway on the North end doing 40 mph, stopped at the stop sign and came all the way down to the Dollar General. He turned around and went back the opposite direction at 30 mph. The difference in travel time was 37 seconds. He said that it doesn't matter to him if the speed limit is 30 or 40 mph. He also does not believe that the speed decrease is being used as a speed trap. He said that he goes up and down Old Hwy 51 several times a day and has not seen an increase on people being pulled over.

PUBLIC WORKS DEPARTMENT: Mr. Johnathan Briles, Brighton Public Works presented the monthly status report.

Mr. Briles read the Ordinance he found online in regards to Septic Tanks written in 1988.

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 are 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 have 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.

Alderman Foster asked about Lien's on homes for unpaid Code Violations

Mr. Daughtery responded – procedure is you typically get a letter and that gives you 10 days to get the issue corrected. If it is not corrected then you are cited into Municipal Court. The judge can impose a \$2 to \$50 fine per day per offense. That can go into a lien into your property in order to gain compliance and for you to pay the fine. Mr. Daughtery has implemented the orange letter which give you an additional 10 before you receive the “official” letter.

Alderman Huffman asked if the letters are going out because some one complained on someone else or Mr. Daughtery out actively looking for violations.

Mr. Daughtery responded his 2nd day on the job he complained a complaint on junk vehicles. He said he started there only looking for “junk” vehicles since October he finished that up last week. November Report shows 26 complaints received 7 closed. December 27 additional complaints were closed for a total of 34 citizens that were not but are now in Compliance. He has not yet had to issue a citation.

Alderman Foster said that they need to do a workshop with Mr. Daughtery and the Board for different Codes.

The 2008 Ordinance did not allow you to have a vehicle that did not run or in disrepair anywhere on your property. The 2018 Property Maintenance Code adopted allows you have the vehicle in an enclosed structure on your property.

PARKS DEPARTMENT –

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PLANNING COMMISSION

None

OLD BUSINESS

The Mayor asked about changing our bank from Brighton Bank. This has been brought up in past meetings and the motion had already been made it just hasn't been done yet.

The Mayor also brought up that the bank reconciliations are further behind then they had previously thought. MTAS suggested the Town hire a CPA firm that specializes in Governmental Accounting to come in and help get our bank reconciliations caught up.

Alderman Foster made a motion to approve the CPA. Vice Mayor Sartain seconded the motion. All approved. Motion carried.


The Mayor asked for the Boards approval for CDBG to hold a Public Meeting in regards to a grant for drainage issues on January 26, 2024.

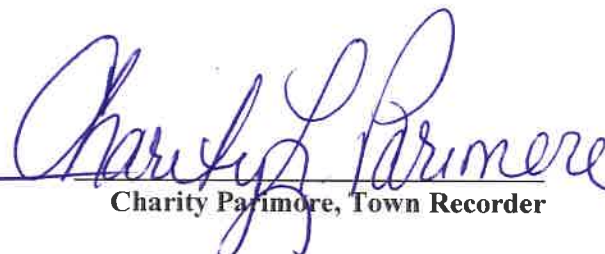
Vice Mayor Sartain made the motion to approve the Public Meeting. Alderman Foster seconded the motion. All approved. Motion carried.

NEW BUSINESS

ADJOURNMENT

Vice-Mayor Sartain made a motion to adjourn. Alderman Foster seconded the motion. All approved. Motion carried. The meeting adjourned at 8:15pm.


Stephanie Chapman-Washam, Mayor


Charity Parimore, Town Recorder