



# TOWN OF BRIGHTON

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

## BOARD OF MAYOR AND ALDERMEN MEETING

February 13, 2024

7:00 PM

### CALL TO ORDER

The meeting was called to order by Mayor Chapman-Washam at 7:02 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  
Jeffrey Lamar, Brighton Police Department  
Doyleen Baskin, Brighton Police Department  
Mark Newsome, Brighton Police Department  
Jared Baker, (IT)

**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; Sam Carson, 541 Carrington Ave., Brighton, TN; Jeremy Edwards, 1678 Liberty Church Smith Rd., Brighton, TN.

Mayor Washam went over Rules of Board Meeting.

### **APPROVAL OF MINUTES**

**Minutes Approval: Regular Scheduled Board Meeting –January 9, 2023  
Mayor and Board of Alderman Work Session – Ordinances and  
Property Maintenance, January 23, 2024.**

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

### **FINANCIAL REPORTS/PAYMENT OF BILLS**

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

### **DEPARTMENTAL REPORTS**

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

The Fire Department has been conducting a walk thru with the State Fire Marshalls office at all of the Brighton schools – No critical issues were found at any of the schools.

Knox Boxes were installed at all of the schools which gives the Fire Department 24 Hour access to all of the schools.

Knox Program – which installs boxes on the side of the building so that the Fire Department has access to a building. Mrs. Rosie Hughey at Oaklawn Heights Apartments has recently installed these boxes at the apartments. Other businesses are starting to get on board with this program. It lets the Fire Department gain access to a building without damaging property.

Ambulance Service – The service is going well. The Fire Department has permanent ambulance crews on all shifts now. It has decreased the departments time on scene.

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

Research 2022-2023 traffic sites and warnings – OLD Hwy 51

Speed limit change on Old Hwy 51 from 40 mph to 30 mph February 2023

35 speeding citations – Old 51 30 mph zone from February – December 31, 2023

52 warnings for speeding – Old 51 30 mph zone – from February – December 31, 2023

28 speeding citations – Old Hwy 51 40 mph zone in 2022

5 warnings for speeding – Old Hwy 51 40 mph zone in 2022

Motor Vehicle Crashes (MVC) 2021 - 2024

3 MVC's – Old Highway 51 in 2024

20 MVC's – Old Hwy 51 2023

15 MVC's Old Hwy 51 in 2022

The police department is still looking to fill 2 positions.

Mayor Washam asked about the status on the recent break-ins – Chief Max responded they have broken into both locked and unlocked vehicles. They are still looking into these individual cases.

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

Mr. Briles has spoke with someone at Patriot Bank about the repair of potholes on Grandview earlier in the week. He will follow up to see where they stand on this issue.

Alderman Foster asked about the water flow from the lagoon to the creek on Kenwood – Mr. Briles responded that since Public Works cleaned it out, they have had no complaints.

Alderman Foster asked where the pump was at on Lucy Kelly – Mr. Briles responded the pump station is on the corner of Lucy Kelly and Shady Lane.

The Mayor stated that the potholes in the Woodlawn tunnel have all washed out again.

Mr. Briles also read Mr. David Braden from Poplar Grove's Report:

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 30<sup>th</sup> 2017. With the Mayor and Board's permission, I'll begin working on this after Poplar Grove's is approved.

**RESOLVED**

- 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 11<sup>th</sup> and bids to be received at Town Hall on August 26<sup>th</sup> at 2:00 p.m.

Update: Bids were received on August 26<sup>th</sup>. 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 26<sup>th</sup>, Bid Package was sent to CDP on that same day and CDP forwarded the Bid Package to the State on October 11<sup>th</sup>. 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 31<sup>st</sup>. 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 10<sup>th</sup>, 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 30<sup>th</sup>, 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 2<sup>nd</sup>, 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. Mr. John Gentry has inspected the valves at the abandoned booster station and determined that all valves are in their correct position. The next, least expensive option to increase the pumping rate of the Dale Smith station is to pig the 10" forced main from Dale Smith to McLaughlin and US 51 (and possibly to Munford's lagoon). Once TDEC approval is received, Munford will be pigging their 14" line to the Mississippi River. I suggest that we see the results of this project before proceeding.

David Braden

The Town's water system has been selected by EPA to participate in UCMR 5 which is testing for Lithium and PFAS (forever chemicals). Later this month and then again in September, Public Works will be collecting water samples from the master meter at Old Memphis and Brighton-Clopton Roads. In 2023, Poplar Grove UD conducted this very same testing at the WTP. Neither Lithium nor PFAS was detected in the District's samples and we anticipate that the Town's sampling will produce the same results.

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



Alderman Foster asked how many addition/ modification permits have been pulled? Mr. Daughtery responded he had one in the month of January and that was his first permit of that type since he has been with the Town of Brighton.

PARKS DEPARTMENT – Per the Mayor Gym Floor is finished with paint and we are waiting on that to dry, it should be good by the end of the week.

PLANNING COMMISSION – None

OLD BUSINESS – None

NEW BUSINESS – Mr. Jeremy Edwards addressed the Board in regards to processing grease traps through his company Budget Drainmasters which is State licensed. He wants to do an amendment to the contract with Budget Drainmasters. He would like to change it from a septic business to grease. He would also like to dispose of the grease on site. The process for that is screening in a screen box to capture any debris. Then it would be injected with Polymer to make it flocculate then go back through the screening box and will come out looking like dirt. The solids will be hauled to landfill and the water will be disposed in the sewer. He states that the water will be completely clear of any grease. He said as of now he will no longer do septic, because it is too hard to dispose of.

Alderman Foster asked the benefit to the Town – Mr. Edwards responded he would pay the town \$.03 per gallon for the water going into the sewer.

Alderman Foster asked how will keep from grease going into the sewer – Mr. Edwards responded that there will be no grease in the water, and if any it would be so minimal it would not affect the sewer system.

The Board replied that they would like to have a chance to look at all of the information before making a decision to amend his contract. Mr. Edwards will email the Mayor all of the information for the Board to review.

**Resolution 02132024** – A Resolution of the Brighton, TN Board of Mayor and Alderman adopting a water bill payment policy for the Town of Brighton.

Alderwoman Gardner made a motion to approve Resolution 02132024. Alderman Foster seconded the motion. All approved. Motion carried.

**Resolution 02132024-1** – A Resolution of the Mayor and Board of Aldermen of the Town of Brighton, TN Authorizing the submission of an application(s) for FY 2024 State Community Development Block Grant Funds.

Vice Mayor Sartain made a motion to approve Resolution 02132024-1. Alderwoman Gardner seconded the motion. All approved. Motion carried.

Town of Brighton needs to request to be placed on the SRF Priority Ranking List.

Vice Mayor Sartain made a motion to approve putting Brighton on the Priority Ranking List. Alderman Foster seconded the motion. All approved. Motion carried.

Approval of policy for rules of Citizen Comment Participation during the Board of Mayor and Alderman Meetings.

Alderwoman Gardner made a motion to approve policy for rules of Citizen Comment Participation during the Board of Mayor and Alderman Meetings. Alderman Foster seconded the motion. All approved. Motion Carried.

Vice Mayor Sartain asked Mr. Briles, Public Works Director about the drain on Tanner Lane before the railroad that stops up every time there is a heavy rain. She said that Mr. Briles has said in the past to clean the drainage ditch in its entirety, that the Town would have to have drain easements on each property that the drainage ditch runs through. Vice Mayor also asked about the debris at the top of Old Hwy 51 in the ditch causing the same issue.

Mr. Briles responded that once it is on someone's private property, we would have to have an easement to gain access to the drainage ditch legally. We would be on private property with Town equipment.

Vice Mayor said that we would have to get with our Town attorney to draft the easements for the properties that this affects.

The Vice Mayor asked about the water pressure being low at 200 W. Woodlawn. Mr. Briles said that Public Works has ran pressure test and the pressure was fine. He said that he hasn't heard anything about it after the pressure test were ran. He said they would reach out to the homeowner about checking to make sure there wasn't any debris in the lines.

## **CITIZEN CONCERNS**

**Mr. Edward Brammer, 467 E. Kenwood, Brighton, TN** – Mr. Brammer asked:

- The Board to confirm that the State told the Town to raise the water rates.
- Mr. Brammer asked does the Town control the rates or does the State control the rates.
- Mr. Brammer asked was raising the water rates going to balance the budget
- Mr. Brammer asked if a citizen was given a code violation citation. Who gets the money?
- Mr. Brammer asked if dropping the speed limit was not to write more tickets what was the reason?

The Board responded:

- The Town had to do a water rate study and then was ordered to raise the water rate by the state.
- The MTAS water rate study is what determined the new water rates.

- The rates have not been raised since 2017. Munford has increased the price on disposing and Poplar Grove has increased the cost of water. We were paying out more than we were taking in. Vice Mayor Sartain stated that in 2016 the Town was ordered to raise the rates by the State because they were too low. It was supposed to be raised a little bit each year starting in 2017. It was raised once in 2017 and that was the last time until they were raised in December 2023.
- The Town still has not to date given out any actual citations just warnings. Mr. Daughtery stated he has had 129 complaints and has not issued one citation to date.
- Mayor Washam responded it was for safety. Alderman Foster explained that it was the best decision for the different business moving into Brighton on Old Hwy 51.

**Mr. Gus Smith, 147 Phillips Dr., Brighton, TN** – He served the Country for 28 years. He has a problem with an Alderman not pledging Allegiance to the flag.

**Raegan Beasley, 136 Brighton Village Loop, Brighton, TN** – Mr. Raegan’s concerns

- He would like an update on the request to amend the 2018 Property Maintenance Code
- The speed limit – he said they have not found anything in the minutes where anyone complained about the speed limit on Old Hwy 51.
- Is the Town taking responsibility for Septic Maintenance for Town residents does Town of Brighton have a schedule to pump septic tanks.
- Mr. Beasley wanted to know how much does the Town of Brighton rely on MTAS’s advice to run the Town vs. listening to the people.
- He wants to know where he can find how much it cost for the Old Brighton High School renovations as well as how much the insurance to cover the Old High School.
- How much the lot “next door” cost?
- How much the Town Hall located on Old Hwy 51 cost and how much the Old Town Hall sold for.
- He stated at the last grant public hearing - the Mayor said that the last 3 CDBG grants went to Woodlawn – Can the Mayor explain a little more by what she meant by that.

The Board responded:

- The 2018 Property Maintenance Code would be left the same.
- The speed limit has been addressed by Alderman Foster to Mr. Edward Brammer
- The Septic Maintenance – there is no set schedule. Public Works does not have the man power to set up a set schedule. The residents can call Town Hall if there are any issue and the Town will send Public Works out to look at their tank.
- MTAS is an Advisory agency whose job is to assist and train Municipalities. That is what they are for, for municipalities to call when they have questions.
- High School repairs should be online in the minutes when it was approved.
- The grant for Woodlawn – the Mayor replied the last 3 grants were used to repair properties in Woodlawn Plantation.
- The selling price for Old Town Hall can be found in the minutes online.

Mr. Beasley asked again if they after looking at everything they had including the petition the Board still refused to amend the Property Maintenance Code.

The Mayor responded that they held a Work Session that was posted on January 23, 2024 to discuss the Property Maintenance Code.

Mr. Beasley said he took a poll of 86 people that wanted the speed limit changed and 78% of the people from that poll said raise the speed limit back to 40 mph. The 22% said keep it the same at 30 mph.

The Mayor responded that the 86 people from the poll are welcome to reach out to the Board with their concerns, but as of now the data given by the Police Chief did not give them a reason to raise the speed limit back up. Alderman Foster asked what was the reason the people had to raise the speed limit back up?

Mr. Beasley responded so everything could go back to normal.

Floor is closed.

#### **ADJOURNMENT**

Alderman Foster made a motion to adjourn. Alderwoman Gardner seconded the motion. All approved. Motion carried. The meeting adjourned at 7:59pm.

  
Stephanie Chapman-Washam, Mayor

  
Charity Parimore, Town Recorder