

Board of Mayor and Aldermen
Meeting Agenda
Tuesday, September 13th, 2022 7:00p.m.

Invocation & Pledge of Allegiance

- I. **Call to Order & Roll Call**
- II. **Approval of Minutes**
 - a. Regularly Scheduled Board Meeting, July 12, 2022
 - b. Special Called Meeting, July 14, 2022
 - c. Regularly Scheduled Board Meeting, August 9, 2022
- III. **Financial Report/Payment of Bills**
 - a. Financial Report
 - b. Invoice Report
- IV. **Citizen Concerns**
 - a. Scott Fletcher, Tipton Amateur Radio Society (TARS)
- V. **Departmental Reports**
 - a. Fire Department
 - i. Ordinance – Regulating Open Burning Within the City
 - b. Police Department
 - c. Public Works Department
 - i. Updated Suggestion List
 - ii. Letter of Agreement between MTAS and the Town of Brighton for Rate Study
 - d. Code Enforcement/Building Inspection
 - e. Parks Department
 - f. Planning Commission
 - i. Planning Commission Meeting Minutes from July 26, 2022
 - ii. Planning Commission Meeting Minutes from August 23, 2022
- VI. **Old Business**
 - a. Second Reading of Ordinance 20220913 – To Adopt by Reference State Traffic Offenses and Rules of the Road

- b. First Reading of Blowing Grass Ordinance
- c. Budget Drain Master Contract Renewal

VII. New Business

- a. Resolution 09132022 – American Rescue Plan Act (ARPA) Allocation
- b. Resolution 09132022-1 – Approving Contract Award of Storm Water System Restoration, 2021 CCDBG

VIII. Miscellaneous Items from the Board of Mayor and Aldermen

- a. Town Hall Overtime Report

IX. Adjourn



TOWN OF BRIGHTON

139 NORTH MAIN * POST OFFICE BOX 277 * BRIGHTON, TENNESSEE 38011

BOARD OF MAYOR AND ALDERMEN MEETING

July 12, 2022

7:00 PM

*****THIS MEETING WAS HELD AT THE BRIGHTON COMMUNITY CENTER.*****

CALL TO ORDER

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

ROLL CALL

Present

Stephanie Chapman-Washam, Mayor
Melissa Sartain, Vice Mayor
Eunice Foster, Alderman
Kristin Gardner, Alderwoman
Shane Greer, Alderman

Absent

Others Attending:

Tammy McKinney, CMFO
Mike Durham, Brighton Police Chief
David Braden, Poplar Grove Utility District
Corey Gatlin, Brighton Code Enforcement
Blaine Max, Brighton Police Sergeant
Doylen Baskin, Brighton Police Officer
Shelby Combs, Town Attorney

Guests: Ann Blackmon, 164 Shady Lane, Brighton, TN; Aubrey Foreman, 278 Miss Helen Circle, Brighton, TN

APPROVAL OF MINUTES

Minutes Approval: **Special Called Meeting – May 31, 2022**
 Regularly Scheduled Board Meeting – June 14, 2022
 Special Called Meeting – June 30, 2022

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

FINANCIAL REPORTS/PAYMENT OF BILLS

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

CITIZEN CONCERNS

None

DEPARTMENTAL REPORTS

FIRE DEPARTMENT: Mayor Chapman Washam presented the monthly status report.

POLICE DEPARTMENT: Mr. Mike Durham, Brighton Police Chief, presented the monthly status report.

Alderman Greer would like a breakdown (which officer and what for) of the overtime each month.

Alderman Foster asked if the police department has a full crew now. Chief Durham replied that they have two per shift unless someone takes off.

Alderdwoman Gardner asked Chief Durham if he was familiar with the Town's noise ordinance. Mayor Chapman Washam replied. Alderdwoman Gardner explained that the tractors developing the new subdivision are working until almost midnight. The lights and noise are disturbing the homeowners at Miss Helen Circle.

Mayor Chapman Washam announced that the fire department is conducting a CPR class on July 22nd at noon. She is requesting that every police officer attend the class.

Chief Durham asked for an approval to hire a SRO for the elementary school. The Mayor was aware of the grant to fund each SRO. The Town will receive \$50,000.00 for each one. However, the only one that will be given a car to drive is the high school SRO. Chief Durham said they could drive their personal vehicle to the police department and get one of our cars to drive to the school. The Board gave him a verbal approval to hire another SRO.

PUBLIC WORKS DEPARTMENT: Mayor Chapman Washam presented the monthly status report.

Alderman Greer asked if he knows what has happened to the 3.1 million gallons. Director Briles said they are going to swap out the meter at the master meter. Once they get the results from that, then they will know whether or not to look further for a possible leak.

Mr. Braden was given the floor.

Updates were addressed for the list of suggestions below:

1. Stop purchasing 5/8" x 3/4" water meters for about \$77.00/each and get quotes from different suppliers. (Also applies to all materials purchased.)
RESOLVED
2. Have all large water meters tested, calibrated, repaired, changed out, etc. Update: Purchase order has been 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 Prevention
RESOLVED
6. Evaluate the number of employees needed in the field.
RESOLVED
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. 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. 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. Johnny has started organizing all water and sewer records in an orderly fashion.

RESOLVED

15. All deficiencies noted in the last Water System Sanitary Survey have been addressed and corrected.

RESOLVED

16. 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. 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.

RESOLVED

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

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.

RESOLVED

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

RESOLVED

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

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.

RESOLVED

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.

RESOLVED

24. The Town has recently experienced problems with the High School and Dale Smith Pump Stations.

RESOLVED

25. Mr. 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 06/08/21: 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 11/09/21: Last week, I spoke to 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 12/14/21: 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 01/24/22: We have been told by E&CD that the grant awards will be announced in mid to late January 2022.

Update 02/22/22: The Town has been awarded \$326,679.00 in the most recent round of grants for drainage repairs within the Town.

Update 04/12/22: Things are progressing on schedule with the Town having to acquire one temporary easement to expand a catch basin.

Update 05/10/22: Plans and Specifications by KEC are 98% complete. CDP is drafting one temporary easement that is required and should be completing the environmental review within the next 30 days.

Update 06/14/22: 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.

26. 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 cleanup project. I am currently making contact with TDEC's Nashville office to learn more about this program. **Update 07/09/18:** 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 08/14/18:** 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. 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 adopting of it at this time.

RESOLVED

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

RESOLVED

29. 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

The Town's master meter was changed out on 07/01/22 with no change in the daily flows. Corey Gatlin has discovered water running into Indian Creek potentially coming from a cross country line between West Woodlawn Ave and Sherrill Street. Public Works employees intend to dig later this week to determine what is leaking.

Mayor Chapman Washam wanted to let the Board know that she has spoken to Public Works individually. At that time, one Public Works employee had turned in their notice. Two more turned in their notice today. She wanted them to be aware of the situation.

CODE ENFORCEMENT DEPARTMENT: Mr. Gatlin, Code Enforcement, presented the monthly status report.

Alderwoman Gardner asked if Mr. Gatlin if he has completed his testing yet. He replied no. He would like to see his practice testing get better before actually taking the test.

PARKS DEPARTMENT:

Fall Festival

Central Baptist Church will be partnering with the Town to plan the Fall Festival. Ms. Rosie Hughey has volunteered to help as well.

PLANNING DEPARTMENT:

None

OLD BUSINESS

Culverts

Alderman Foster would like to discuss the culverts again. He would like to see the Town do like the county does. If the citizen purchases all the materials needed, then the Town can replace the culvert at no cost. The Mayor commented that once the Town replaces it then the Town is "married to it". Alderman Foster said the county has the citizen sign a contract stating they will replace it but they are not responsible for anything else. Vice Mayor said she would have to research that contract. Ms. Combs, Eckel Law Firm, said she would have to speak with Mr. Eckel concerning this. This is being tabled to next month.

Building Rental

Alderman Foster would like to see the Town of Brighton citizens get a discounted rate for building rent.

Transfer Fees

Alderman Foster would like for the Board to again discuss adding a transfer fee to the customer agreement form. There was a brief discussion concerning the transfer fee.

NEW BUSINESS

Tanner Lane

Vice Mayor has received complaints about the speed limit on Tanner Lane. There are several children that play on that street. They would like to see the speed limit reduced to 10-15 mph. The current speed limit is 25 mph. There was a brief discussion.

FROM THE BOARD OF MAYOR AND ALDERMEN

None

ADJOURNMENT

Vice Mayor Sartain made a motion to adjourn. Alderman Greer seconded the motion. All approved. Motion carried. The meeting adjourned at 7:47pm.

Stephanie Chapman-Washam, Mayor

Tammy McKinney, CMFO



TOWN OF BRIGHTON

139 NORTH MAIN * POST OFFICE BOX 277 * BRIGHTON, TENNESSEE 38011

SPECIAL CALLED MEETING

July 14, 2022

9:00 AM

This meeting was held at the Brighton Community Center.

CALL TO ORDER

The meeting was called to order by Mayor Chapman Washam at 9:01a.m.

ROLL CALL

Present

Stephanie Chapman-Washam, Mayor
Melissa Sartain, Vice Mayor
Eunice Foster, Alderman
Alderdwoman Kristin Gardner
Shane Greer, Alderman

Absent

Others Attending:

Tim Williams, Brighton Public Works
Corey Gatlin, Brighton Code Enforcement
David Braden, Poplar Grove Utilities
Johnathon Briles, Brighton Public Works
Billy Ridgell, Brighton Public Works
Damon Burnett, Brighton Public Works
Lee Tate, Brighton Public Works
Tammy McKinney, CMFO

Guests:

NEW BUSINESS

Public Works Employees

The Mayor opened by saying this meeting is to discuss the Public Works Director and the Public Works Department. How the Town would like to move forward. The Mayor asked if any of the Public Works Department would like to speak. Mr. Ridgell, Brighton Public Works, formally gave his written letter of resignation. Alderman Foster spoke. At the end, he stated that he thought the Town reacted too harsh concerning Johnathon Briles. Alderman Foster moves that they reinstate Johnathon with probation and a write up. All of the Board of Mayor and Aldermen took a turn at speaking. Mr. Burnett, Brighton Public Works, spoke in behalf of Aubrey Foreman. Mr. Braden spoke to the Board concerning his conversation with a State Comptroller employee. Mayor Chapman Washam verified that the incident was submitted to the State Comptroller. Mr. Briles spoke on behalf of the Public Works Department. **After a lengthy discussion, Alderman Foster made a motion to reinstate Mr. Briles to his original position with a 3 month probation and a write up. The motion was seconded by Alderwoman Gardner.**

YAY

Vice Mayor Sartain

Alderman Foster

Alderwoman Gardner

NAY

Alderman Greer

Majority approved. Motion passed.

Mr. Aubrey Foreman remains terminated.

Culverts

The Board of Mayor and Aldermen revisited the discussion concerning providing a service to our citizens that involves putting in/replacing culverts. After a brief discussion, the Board of Mayor and Aldermen verbally agreed to not offer this service at this time. However, they can revisit the issue and make it a policy at a later date.

Transfer

The Board of Mayor and Aldermen discussed a transfer fee again. Alderman Greer wants to know what does it cost the Town to connect a service. Mr. Braden discussed a formula that Poplar Grove uses to project the cost. Along with several other subjects, this formula includes bad debt. To calculate the bad debt, you need to take the amount of your bad debt and divide it by the number of new costumers you had. Mayor Chapman Washam said she will work with Mr. Briles and Ms. McKinney to get the cost totaled.

ADJOURNMENT

Vice Mayor Sartain made a motion to adjourn the meeting. Alderwoman Gardner seconded the motion. All approved. Motion passed. The meeting adjourned at 10:20am.

Stephanie Chapman-Washam, Mayor

Tammy McKinney, CMFO



TOWN OF BRIGHTON

139 NORTH MAIN * POST OFFICE BOX 277 * BRIGHTON, TENNESSEE 38011

BOARD OF MAYOR AND ALDERMEN MEETING

August 9, 2022

7:00 PM

*****THIS MEETING WAS HELD AT THE BRIGHTON COMMUNITY CENTER.*****

CALL TO ORDER

The meeting was called to order by Mayor Chapman Washam at 7:09p.m.

*****TROOP 260 was in attendance to do the color guard.*****

ROLL CALL

Present

Stephanie Chapman-Washam, Mayor
Melissa Sartain, Vice Mayor
Eunice Foster, Alderman
Kristin Gardner, Alderwoman
Shane Greer, Alderman

Absent

Others Attending:

Tammy McKinney, CMFO
Mike Durham, Brighton Police Chief
Blaine Max, Brighton Police Sergeant
Johnathon Briles, Brighton Public Works Director
Brad Fowler, Brighton Fire Chief
Mr. MO Eckel, Town Attorney

Guests: Ann Blackmon, 164 Shady Lane, Brighton, TN: Aubrey Foreman, 278 Miss Helen Circle, Brighton, TN

APPROVAL OF MINUTES

None

FINANCIAL REPORTS/PAYMENT OF BILLS

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

CITIZEN CONCERNS

None

DEPARTMENTAL REPORTS

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

Southwest Grant

The Brighton Fire Department was awarded a \$10,000.00 grant from Southwest Electric. The Fire Department will be using those funds to purchase gear and necessary supplies.

GovDeals

Fire Chief Fowler requested an approval to sell the 1987 Pumper Truck on GovDeals. They would like to use the proceeds to purchase a skid unit for their Ford 150. **Alderman Greer made a motion to approve the selling of the 1987 Pumper Truck. Alderman Foster seconded the motion. All approved. Motion carried.**

POLICE DEPARTMENT: Mr. Mike Durham, Brighton Police Chief, presented the monthly status report.

Traffic Stop

Officer Baskin made a traffic stop and seized 2lbs of marijuana and a gun.

Crossing Guard

Chief Durham is in the process of hiring a crossing guard.

Alderman Greer asked if the Town has approached the TCBOE about being reimbursed for crossing guards. Mayor Chapman Washam said it is mentioned in the contract that the SRO may be needed to be a crossing guard if it is required.

SRO at BMS

There have been three people to apply for the SRO at BMS.

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

Updates were addressed for the list of suggestions below:

1. Stop purchasing 5/8" x 3/4" water meters for about \$77.00/each and get quotes from different suppliers. (Also applies to all materials purchased.)
RESOLVED
2. Have all large water meters tested, calibrated, repaired, changed out, etc. Update: Purchase order has been 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 Prevention
RESOLVED
6. Evaluate the number of employees needed in the field.
RESOLVED
7. Direct employees to stock the shelves with materials needed for day to day operations and for repair purposes.
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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.
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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)
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10. Institute a chain of command and make every employee aware of it.
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expecting the Letter of Release of Contract Conditions any day now.

Update 08/09/22: 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 2:00pm.

26. 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 cleanup project. I am currently making contact with TDEC's Nashville office to learn more about this program. **Update 07/09/18:** 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 08/14/18:** 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.
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RESOLVED

CODE ENFORCEMENT DEPARTMENT: Mayor Chapman Washam presented the monthly status report.

PARKS DEPARTMENT:

Fall Festival

The Fall Festival will be held on October 29, 2022. Central Baptist Church is co-sponsoring the event. Central Baptist Church will be responsible for the kid zone and will supply people to take care of garbage. Vendors can pay and complete the registration forms in person at Town Hall or online on our website.

PLANNING DEPARTMENT:

A Planning Commission Meeting was held on July 26, 2022.

OLD BUSINESS

Town Hall

Mayor Chapman Washam gave an update on the Town Hall repairs.

Sewer Meeting

Mayor Chapman Washam gave an update of the sewer meeting she had recently with the City of Munford and Town of Atoka. They would like all three cities to come together and use their TDEC money for the pipe extension and lagoon expansion. The Mayor presented the Board flow numbers for each of the cities.

A2H

Mayor Chapman Washam met with a couple of engineers from A2H. They were able to present the Mayor with our scorecard. The items on the scorecard will need to be corrected before the Town can receive the TDEC money. The Mayor presented a scorecard to the Board. Mayor Chapman Washam also explained the issues shown on the scorecard.

TDOT

Mayor Chapman Washam recently signed the TDOT contract for the turning lane on Highway 51 and Kenwood.

Tanner Lane

Vice Mayor Sartain requested that the police speed trailer stay for another month on Tanner Lane. The homeowners have told her that it seems to be working.

NEW BUSINESS

Budget Drain Master

Mayor Chapman Washam presented the Board with a new two year contract for Budget Drain Master to review. Their current contract states they need to have a renewal presented 6 months prior to expiring. The current contract is dated April 15, 2021.

McLister Sign

Vice Mayor Sartain inquired about the letters for the McLister Subdivision sign. Director Briles replied.

Ordinance

An ordinance to adopt by reference State Traffic Offenses and Rules of the Road was read by Mr. Eckel, Town Attorney. **Alderman Greer made a motion to approve the First Reading of this ordinance. Vice Mayor Sartain seconded the motion. All approved. Motion passed.**

FROM THE BOARD OF MAYOR AND ALDERMEN

None

ADJOURNMENT

Alderman Greer made a motion to adjourn. Alderman Foster seconded the motion. All approved. Motion carried. The meeting adjourned at 7:53pm.

Stephanie Chapman-Washam, Mayor

Tammy McKinney, CMFO

ACCOUNT BALANCES

	21-Sep	21-Oct	21-Nov	21-Dec	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	22-Jul	22-Aug
	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE
GENERAL CHECKING	\$ 349,702.17	\$ 789,757.52	\$ 779,804.37	\$ 840,085.68	\$ 631,510.38	\$ 731,511.51	\$ 823,856.45	\$ 664,341.74	\$ 781,316.41	\$ 880,989.64	\$ 831,664.17	\$ 726,147.55
WATER CHECKING	\$ 416,402.90	\$ 433,632.25	\$ 445,657.93	\$ 430,547.58	\$ 395,336.57	\$ 352,994.29	\$ 361,304.62	\$ 355,693.18	\$ 341,603.86	\$ 217,136.26	\$ 225,738.41	\$ 170,149.77
STREET AID CHECKING	\$ 74,501.28	\$ 80,345.13	\$ 85,910.29	\$ 91,086.23	\$ 95,974.28	\$ 100,917.73	\$ 105,511.91	\$ 109,056.63	\$ 115,213.79	\$ 120,373.30	\$ 126,285.96	\$ 130,643.72
METER CHECKING	\$ 3,821.40	\$ 3,821.40	\$ 2,980.76	\$ 2,903.25	\$ 2,285.94	\$ 1,981.65	\$ 1,913.78	\$ 41,808.29	\$ 41,713.61	\$ 41,153.27	\$ 40,674.12	\$ 40,496.00
DRUG CHECKING	\$ 11,503.99	\$ 7,418.64	\$ 9,882.12	\$ 9,882.12	\$ 9,882.12	\$ 9,957.12	\$ 7,993.12	\$ 8,468.12	\$ 8,468.12	\$ 8,586.87	\$ 10,106.87	\$ 10,106.87
STORM WATER CHECKING	\$ 35,664.34	\$ 42,349.54	\$ 49,026.32	\$ 54,018.33	\$ 47,707.33	\$ 54,818.17	\$ 61,673.46	\$ 67,540.93	\$ 74,380.09	\$ 80,196.69	\$ 84,223.62	\$ 88,306.96

BALANCES AS OF 7/1/22

CD # 01-124245-20

\$ 7,490.69

CD # 01-125354-20

\$ 115,929.14

Town of Brighton
Invoice Listing By GL Account

User: Leah Hayse
Date/Time: 9/6/2022 8:49 AM
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Employee Deduction

GL Account Number	Vendor Name	Vendor Number	Invoice Number	Invoice Date	Invoice Net Amount
110-21220	UHS Premium Billing	737	499090442956	08/23/2022	\$3,890.93
110-21220	Aflac	15	427999	08/05/2022	\$671.36
110-21220	Aflac	15	799160	08/29/2022	\$741.10
	<u>Citation Over Payment</u>		Totals For Function	21220	\$5,303.39
110-35110	Ann Pritchett	1354	08162022	08/16/2022	\$50.00
	<u>Community Center Refund</u>		Totals For Function	35110	\$50.00
110-36210	MARY VOLNER	1357	08312022	08/31/2022	\$50.00
	<u>Legislative</u>		Totals For Function	36210	\$50.00
110-41100-142	UHS Premium Billing	737	499090442956	08/23/2022	\$715.22
110-41100-280	Stephanie Washam	588	08242022	08/24/2022	\$685.44
110-41100-280	Stephanie Washam	588	08052022D	08/05/2022	\$218.25
110-41100-280	Business Card	70	08292022	08/29/2022	\$100.00
110-41100-280	Business Card	70	08292022	08/29/2022	\$938.02
110-41100-280	Business Card	70	08292022	08/29/2022	\$1,020.00
110-41100-280	Business Card	70	08292022	08/29/2022	\$73.90
110-41100-280	Business Card	70	08292022	08/29/2022	\$12.44
110-41100-280	Business Card	70	08292022	08/29/2022	\$50.00
110-41100-280	Business Card	70	08292022	08/29/2022	\$993.94
	<u>Planning Zoning</u>		Totals For Function	41100	\$4,807.21
110-41700-142	Mutual Of Omaha	451	001364539201	08/29/2022	\$9.00
110-41700-142	UHS Premium Billing	737	499090442956	08/23/2022	\$359.23
110-41700-142	Mutual Of Omaha	451	001404430025	08/29/2022	\$9.00
110-41700-200	King Engineering	387	12139	08/09/2022	\$29.60
110-41700-200	King Engineering	387	12139	08/09/2022	\$72.82
110-41700-200	NEXTRAQ	805	AT1472268	08/19/2022	\$40.95
110-41700-211	Town of Brighton	640	08242022	08/24/2022	\$7.85
110-41700-211	Town of Brighton	640	08242022	08/24/2022	\$7.58
110-41700-211	Town of Brighton	640	08242022	08/24/2022	\$7.20
110-41700-211	Town of Brighton	640	08242022	08/24/2022	\$7.20
110-41700-211	Town of Brighton	640	08242022	08/24/2022	\$7.38
110-41700-245	AT&T Mobility	20	08162022	08/16/2022	\$42.86

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110-41700-252	Eckel and Associates, PLLC	1114	1289	08/05/2022	\$100.00
110-41700-300	JD Distributors, Inc	383	523617	08/16/2022	\$24.00
	<i>Financial Admin</i>		Totals For Function 41700		\$724.67
110-41900-142	Mutual Of Omaha	451	001364539201	08/29/2022	\$36.00
110-41900-142	UHS Premium Billing	737	499090442956	08/23/2022	\$723.20
110-41900-142	Mutual Of Omaha	451	001404430025	08/29/2022	\$9.00
110-41900-200	Robert J Young Company	543	Inv4939587	08/25/2022	\$200.49
110-41900-200	Stericycle, Inc	789	8002225171	08/29/2022	\$72.21
110-41900-200	JAN-PRO DEVELOPMENT OF MEMPHIS & MIDSOUTH	1270	125604	08/05/2022	\$415.00
110-41900-200	SECURITY SOLUTIONS, INC.	999	088591	08/29/2022	\$40.00
110-41900-200	CREDENTIAL CHECK CORPORATION	1158	286428	08/16/2022	\$94.56
110-41900-200	SECURITY SOLUTIONS, INC.	999	087565	08/05/2022	\$40.00
110-41900-236	Miss TCSP	454	08232022B	08/23/2022	\$100.00
110-41900-241	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$668.37
110-41900-244	City Of Munford	110	08312022	08/31/2022	\$5.00
110-41900-244	City Of Munford	110	08052022B	08/05/2022	\$5.00
110-41900-244	City Of Munford	110	08052022B	08/05/2022	\$6.00
110-41900-244	City Of Munford	110	08052022B	08/05/2022	\$5.00
110-41900-245	AT&T Mobility	20	08162022	08/16/2022	\$47.89
110-41900-252	Eckel and Associates, PLLC	1114	1289	08/05/2022	\$100.00
110-41900-300	AMAZON CAPITAL SERVICES	1293	166R3TG31QYL	08/10/2022	\$110.68
110-41900-300	Dollar General-Regions 410526	423	1001183169	08/08/2022	\$54.10
110-41900-310	JD Distributors, Inc	383	523617	08/16/2022	\$24.00
110-41900-521	PUBLIC ENTITY PARTNERS	635	2350087	08/05/2022	\$4,869.00
110-41900-900	DISCOUNT WINDOW TREATMENTS	1351	50049	08/10/2022	\$2,157.35
110-41900-900	BLACK DIAMOND	1355	302842	08/16/2022	\$4,300.00
	<i>Police</i>		Totals For Function 41900		\$14,082.85
110-42100-142	Mutual Of Omaha	451	001364539201	08/29/2022	\$81.00
110-42100-142	UHS Premium Billing	737	499090442956	08/23/2022	\$3,785.84
110-42100-142	Mutual Of Omaha	451	001404430025	08/29/2022	\$63.00
110-42100-200	Robert J Young Company	543	Inv4939587	08/25/2022	\$200.49

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110-42100-200	Stericycle, Inc	789	8002225171	08/29/2022	\$95.19
110-42100-200	Southern Automated Systems	600	202208014	08/05/2022	\$1,128.00
110-42100-200	NEXTRAQ	805	AT1472268	08/19/2022	\$204.75
110-42100-200	CREDENTIAL CHECK CORPORATION	1158	285814	08/05/2022	\$31.52
110-42100-200	Grose Fire Protection	173	67300	08/05/2022	\$372.35
110-42100-241	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$250.54
110-42100-245	Verizon Wireless	746	9913842510	08/29/2022	\$272.00
110-42100-252	Eckel and Associates, PLLC	1114	1289	08/05/2022	\$180.00
110-42100-260	Munford Tire & Brake	425	114130	08/29/2022	\$68.95
110-42100-260	AUTOZONE	1124	0359741396	08/10/2022	\$83.60
110-42100-260	FLETCHER'S GARAGE & AUTO SALES	1356	08292022	08/29/2022	\$558.00
110-42100-326	Witmer Public Safety Group. Inc	766	73022	08/05/2022	\$382.30
110-42100-521	PUBLIC ENTITY PARTNERS	635	2350087	08/05/2022	\$1,545.00
Totals For Function 42100					\$9,302.53
110-42200-142	Mutual Of Omaha	451	001364539201	08/29/2022	\$18.00
110-42200-142	UHS Premium Billing	737	499090442956	08/23/2022	\$1,437.24
110-42200-142	Mutual Of Omaha	451	001404430025	08/29/2022	\$27.00
110-42200-200	Tipton County GIS	643	08232022	08/23/2022	\$1,375.00
110-42200-200	NEXTRAQ	805	AT1472268	08/19/2022	\$245.70
110-42200-200	CREDENTIAL CHECK CORPORATION	1158	285814	08/05/2022	\$31.52
110-42200-200	nexAir, LLC	461	0010089006	08/08/2022	\$38.13
110-42200-200	Inman-Murphy Inc.	337	850486	08/05/2022	\$85.00
110-42200-241	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$640.43
110-42200-244	City Of Munford	110	08052022B	08/05/2022	\$5.00
110-42200-252	Eckel and Associates, PLLC	1114	1289	08/05/2022	\$140.00
110-42200-260	Comserv	113	732005060-1	08/25/2022	\$74.45
110-42200-300	Witmer Public Safety Group. Inc	766	88753	08/31/2022	\$455.61
110-42200-300	Nafeco, Inc.	460	1162421	08/31/2022	\$111.88
110-42200-300	Witmer Public Safety Group. Inc	766	INV91754	08/25/2022	\$797.50
110-42200-300	AUTOZONE	1124	2082980985	08/24/2022	\$33.57
110-42200-300	MASON ICE	1353	1781	08/08/2022	\$70.63

Fire Dept

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110-42200-300	Witmer Public Safety Group, Inc	766	86113	08/23/2022	\$51.14
110-42200-326	Midsouth Solutions	447	187641	08/24/2022	\$100.00
110-42200-326	Nafeco, Inc.	460	1159042	08/12/2022	\$113.50
110-42200-326	Nafeco, Inc.	460	1157889	08/05/2022	\$113.05
110-42200-521	PUBLIC ENTITY PARTNERS	635	2350087	08/05/2022	\$2,819.00
	<i>Streets</i>		Totals For Function	42200	\$8,783.35
110-43100-142	UHS Premium Billing	737	499090442956	08/23/2022	\$1,029.11
110-43100-142	Mutual Of Omaha	451	001404430025	08/29/2022	\$27.00
110-43100-200	Tipton County Sanitation	955	2963	08/18/2022	\$21.00
110-43100-247	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$2.50
110-43100-247	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$2.50
110-43100-247	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$69.89
110-43100-260	G & C Supply	277	6875036	08/18/2022	\$194.35
110-43100-300	Capital One	749	08092022	08/09/2022	\$43.72
110-43100-521	PUBLIC ENTITY PARTNERS	635	2350087	08/05/2022	\$7,391.00
	<i>P.R</i>		Totals For Function	43100	\$8,781.07
110-44700-200	Business Card	70	08292022	08/29/2022	\$29.00
110-44700-200	SECURITY SOLUTIONS, INC.	999	088265	08/16/2022	\$40.00
110-44700-241	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$640.43
110-44700-241	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$29.43
110-44700-241	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$29.43
110-44700-241	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$27.50
110-44700-241	Southwest Tennessee Electric	562	08102022A	08/10/2022	\$164.04
110-44700-244	City Of Munford	110	08052022B	08/05/2022	\$7.01
110-44700-244	City Of Munford	110	08052022B	08/05/2022	\$7.01
110-44700-244	City Of Munford	110	08052022B	08/05/2022	\$5.00
	<i>Streets</i>		Totals For Function	44700	\$978.85
			Totals For Fund	110	\$52,863.92
121-43100-247	Southwest Tennessee Electric	562	08052022A	08/05/2022	\$3,058.19
121-43100-268	Shelby Electric Co., Inc.	582	W34540	08/18/2022	\$841.50

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GL Account Number	Vendor Name	Vendor Number	Invoice Number	Invoice Date	Invoice Net Amount
	<i>Water & Sewer</i>		Totals For Function	43100	\$3,899.69
			Totals For Fund	121	\$3,899.69
413-21411	Town of Brighton	640	08152022	08/03/2022	\$20,855.92
413-21411	Town of Brighton	640	08032022	08/03/2022	\$20,855.92
			Totals For Function	21411	\$41,711.84
413-23200	Division of State Government Finance	1025	08202022A	08/09/2022	\$295.00
			Totals For Function	23200	\$295.00
413-23250	Division of State Government Finance	1025	08202022	08/09/2022	\$2,159.00
			Totals For Function	23250	\$2,159.00
413-52300-142	UHS Premium Billing	737	499090442956A	08/23/2022	\$1,029.11
413-52300-142	Mutual Of Omaha	451	001364539201A	08/29/2022	\$54.00
413-52300-146	PUBLIC ENTITY PARTNERS	635	2310127	08/05/2022	\$2,925.00
413-52300-148	TENNESSEE ELECTRIC COOPERATIVE ASSN	1272	0042151	08/09/2022	\$1,800.00
413-52300-200	Tipton County GIS	643	08232022A	08/23/2022	\$1,375.00
413-52300-200	NEXTRAQ	805	AT1472268A	08/19/2022	\$286.65
413-52300-200	King Engineering	387	12138	08/09/2022	\$40.05
413-52300-200	King Engineering	387	12139A	08/09/2022	\$78.88
413-52300-200	King Engineering	387	12139A	08/09/2022	\$10.36
413-52300-200	CREDENTIAL CHECK CORPORATION	1158	286428A	08/16/2022	\$31.52
413-52300-200	Mid-South Septic Services	453	59546	08/18/2022	\$741.00
413-52300-211	U.S. Post Office	727	08262022	08/26/2022	\$457.19
413-52300-211	U.S. Post Office	727	08262022	08/26/2022	\$42.24
413-52300-241	Southwest Tennessee Electric	562	08052022B	08/05/2022	\$28.30
413-52300-241	Southwest Tennessee Electric	562	08052022B	08/05/2022	\$29.43
413-52300-241	Southwest Tennessee Electric	562	08052022B	08/05/2022	\$41.45
413-52300-241	Southwest Tennessee Electric	562	08052022B	08/05/2022	\$29.65
413-52300-241	Southwest Tennessee Electric	562	08052022B	08/05/2022	\$349.39
413-52300-241	Southwest Tennessee Electric	562	08052022C	08/05/2022	\$89.86
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$50.98
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$640.42

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413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$62.15
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$27.50
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$31.53
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$70.01
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$76.32
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$33.27
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$50.84
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$27.63
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$57.14
413-52300-241	Southwest Tennessee Electric	562	08162022	08/16/2022	\$31.62
413-52300-241	Southwest Tennessee Electric	562	08052022	08/05/2022	\$511.00
413-52300-241	Southwest Tennessee Electric	562	08052022	08/05/2022	\$120.98
413-52300-241	Southwest Tennessee Electric	562	08052022	08/05/2022	\$30.05
413-52300-241	Southwest Tennessee Electric	562	08102022	08/10/2022	\$64.92
413-52300-243	City Of Munford	110	08052022	08/05/2022	\$14,896.82
413-52300-244	City Of Munford	110	08052022	08/05/2022	\$17.04
413-52300-245	AT&T Mobility	20	08162022a	08/16/2022	\$421.26
413-52300-252	Eckel and Associates, PLLC	1114	1289A	08/05/2022	\$100.00
413-52300-260	G & C Supply	277	6876550	08/31/2022	\$35.00
413-52300-260	CORE & MAIN	1013	R279359	08/23/2022	\$3,459.50
413-52300-260	AUTOZONE	1124	2082957735	08/09/2022	\$10.29
413-52300-260	B.A.M.2, Inc.	81	10557	08/05/2022	\$15,512.42
413-52300-260	B.A.M.2, Inc.	81	10658	08/05/2022	\$8,108.39
413-52300-260	Budget Drain Masters	933	1854	08/11/2022	\$3,500.00
413-52300-260	G & C Supply	277	6873211	08/05/2022	\$255.04
413-52300-260	Budget Drain Masters	933	1856	08/11/2022	\$6,340.00
413-52300-260	Brighton Lumber Co.	63	1064883	08/08/2022	\$51.30
413-52300-260	Budget Drain Masters	933	1853	08/11/2022	\$5,000.00
413-52300-290	Poplar Grove Utility	494	05022022	08/09/2022	\$44.00
413-52300-290	Poplar Grove Utility	494	06062022	08/09/2022	\$48.00
413-52300-300	G & C Supply	277	6874856	08/18/2022	\$149.00
413-52300-300	G & C Supply	277	6876549	08/31/2022	\$822.84

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413-52300-300	MASON ICE	1353	1781A	08/08/2022	\$70.62
413-52300-300	G & C Supply	277	6873364	08/05/2022	\$75.00
413-52300-353	Poplar Grove Utility	494	08102022A	08/10/2022	\$32,012.56
413-52300-560	TN Dept Of Environment And Conservation	723	709029	08/08/2022	\$1,833.00
413-52300-630	Division of State Government Finance	1025	08202022	08/09/2022	\$32.00
413-52300-630	Division of State Government Finance	1025	08202022	08/09/2022	\$158.00
413-52300-630	Division of State Government Finance	1025	08202022A	08/09/2022	\$5.00
413-52300-630	Division of State Government Finance	1025	08202022A	08/09/2022	\$35.00
Totals For Function				52300	\$104,317.52
Totals For Fund				413	\$148,483.36
Grand Total					\$205,246.97

Tammy McKinney

From: sfletcher@cmg-a.com
Sent: Friday, August 26, 2022 2:58 PM
To: Tammy McKinney
Cc: 'David Yarbrough'
Subject: Tipton Amateur Radio Society - Request to Appear @ Brighton Mayor and Aldermen Meeting on

Mrs. McKinney:

Good afternoon!

I'd like to request to appear before the Board of Mayor and Aldermen on behalf of the Tipton Amateur Radio Society (TARS) at the September 13, 2022 meeting if possible. Dave Yarbrough, president of our society would also like to attend (copied on this email).

TARS owns, maintains, and operates the W4TIP (FCC issued callsign) 2-meter repeater amateur radio system. The Town of Brighton continues to support the amateur radio emergency communications that we provide to the communities served in West TN by allowing us to have this 2-meter repeater and antenna at the old Brighton Water Tower site, located on the northeast corner of E. Woodlawn Ave. and Highway 51 (radio equipment housed in old block building and antenna up at top of old water tower). This repeater has been in 100% continuous operation, powered only by solar panels and battery, since April of 2017. Our repeater is accessible by radio operators within a 40 to 50 mile radius of the site and continues to serve as an important communications tool for normal amateur-radio operations as well as in times of severe weather (the tornado that passed through Tipton County about a year ago is a primary example). Since the repeater system is completely solar powered, this enables TARS to fulfill emergency communications needs even when the local power grid is down for an indefinite period of time. Should any event cause such an outage; amateur radio operators will find the TARS repeater operational and available for use.

The purpose of our appearance at the Brighton Board of Mayor and Aldermen would be to request some upgrades to our current repeater system that include the following:

1. Installing a new (2nd) repeater, operating on the 440 MHz amateur radio band, to be housed in same room in old block building.
2. Adding (2) new solar panels to roof of old block building – adjacent to the pair we have up there now.
3. Installing a new 440 MHz antenna; we have discussed a couple of options for this:
 - a. Option 1 - Installing the new antenna on one of the horizontal struts below the bottom of the tank.
 - b. Option 2 – Installing the new antenna on top of the old abandoned silo just adjacent to the block building.
 - c. Request ability to climb / measure / investigate these options in the near future to determine mounting options.

Thanks for your time and assistance! Have a great weekend.

Regards,

Scott R. Fletcher, M.S., P.E.

Vice-President – Tipton Amateur Radio Society

Civil / Structural & Rigging Engineer

Cowles, Murphy, Glover & Assoc.

11880 Cranston Drive, **Ste. 101**

Arlington, TN 38002

(901) 290-5444 (o)

(901) 489-9970 (c)

www.cmg-a.com

Tipton Amateur Radio Society

W4TIP 440 Repeater

Background

- The Tipton Amateur Radio Society (TARS) is a local group of FCC licensed amateur radio operators (approx. 40 in our club) that live in and around Tipton County and serve to assist the community by providing critical radio communication equipment and expertise in times of need.
- The Town of Brighton has graciously allowed the Tipton Amateur Radio Society (TARS) to locate our 2-meter amateur radio band repeater (FCC Callsign W4TIP) at the old water tower site on E Woodlawn Avenue (across from Oaklawn) since 2016. This repeater is run 100% on solar and battery power and has been in near continuous operation since its installation.

Background

- The 2-meter repeater operates on the 145.490 MHz frequency and has a coverage area of 30 to 50 mile radius, reaching into most of Southwest TN, and is also accessible from Arkansas and N. Mississippi.
- The 2-meter repeater was recently used during the tornado event in May of 2021 to relay on-the ground information and needs.
- TARS holds a weekly Amateur Radio Emergency Services radio operations “net” using the 2-meter repeater on Thursdays at 7:30 PM where multiple radio operators check in from around the region.

Requests

- The Tipton Amateur Radio Society has recently acquired a 2nd repeater, operating in the 70 cm band, on 443.500 MHz.
- We request to add the new repeater system (radio gear and antenna) at the site of the old water tower.
 - The repeater radio is easily housed in the same room as the existing 2-meter repeater.
- We request to add (2) additional solar panels to our existing (2)-panel solar array on the roof of the block building.

Requests

- We request to install the required antenna for the new 70 cm repeater at the site. However, the new antenna cannot be added to the existing 2m antenna mast at the top of the water tower.
 - One option would be to add the antenna to the water tower at another acceptable location (our thought is to one of the horizontal struts just under the bowl).
 - A second option would be to add the antenna to the top of the abandoned silo adjacent to the water tower / block building.
- The new repeater will expand our digital communication capabilities in the region significantly.

Thank You

- “ • Thanks to the Town of Brighton for your consideration on this matter and your continued partnership with TARS to provide important emergency communications capabilities within and beyond Tipton County! ”

Information

- Website: www.TiptonARS.com
- Club Meetings: 3rd Tues. each month @ 7 PM at Atoka Town Hall.
- Club President: Dave Yarbrough (AI4K)
- Club VP: Scott Fletcher (KM4RT)
- Email: info@TiptonARS.com

BRIGHTON FIRE DEPT



2022 INCIDENT REPORT

Structure Fire	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Year to Date
City	2	2	0	0	0	0	0	0	0	0	0	0	4
County	0	3	0	0	0	1	0	0	0	0	0	0	4
Mutual Aid	6	14	0	0	0	2	2	0	0	0	0	0	22
Totals	8	19	0	0	0	3	2	0	0	0	0	0	30
Grass Fire	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Year to Date
City	1	0	0	0	1	5	1	1	0	0	0	0	9
County	1	1	0	0	2	3	0	0	0	0	0	0	7
Mutual Aid	1	4	0	0	0	2	0	0	0	0	0	0	6
Totals	3	4	0	0	3	10	1	1	0	0	0	0	22
Auto Fire	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Year to Date
City	0	1	0	0	0	0	1	1	0	0	0	0	3
County	0	1	0	0	0	0	1	1	0	0	0	0	3
Mutual Aid	0	0	0	0	0	0	0	0	0	0	0	0	0
Totals	0	2	0	0	0	0	2	2	0	0	0	0	6
Other Calls	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Year to Date
City	1	4	0	0	4	3	3	3	0	0	0	0	18
County	4	4	0	0	5	7	10	1	0	0	0	0	31
Mutual Aid	0	0	0	0	13	23	14	3	0	0	0	0	53
Totals	5	8	0	0	22	32	27	7	0	0	0	0	102
MVC Calls	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Year to Date
City	2	2	0	0	1	3	3	4	0	0	0	0	15
County	1	2	0	0	3	3	4	4	0	0	0	0	17
Mutual Aid	2	3	0	0	3	1	0	0	0	0	0	0	9
Totals	5	0	0	0	7	7	7	8	0	0	0	0	41
EMS Calls	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Year to Date
City	24	21	0	0	24	19	14	32	0	0	0	0	134
County	29	33	0	0	27	34	32	34	0	0	0	0	189
Mutual Aid	2	3	0	0	0	0	0	0	0	0	0	0	9
Totals	55	57	0	0	51	53	46	66	0	0	0	0	332
TOTALS	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Year to Date
City	30	21	0	0	30	30	22	41	0	0	0	0	183
County	35	44	0	0	37	48	47	40	0	0	0	0	251
Mutual Aid	11	21	0	0	16	28	16	3	0	0	0	0	101
Department Total Calls	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Year to Date
BRIGHTON FIRE DEPT	76	86	58	91	83	106	85	84	0	0	0	0	585

Month, Call Totals



Brighton Fire Dept.

66 School St, Brighton Tn, 38011

Phone:901-476-8661

Need to know:

- Burning is not allowed until permit is issued.
- Permit must be in date and kept at site of the burn at all times.

Conditions:

1. Burn only Class A Materials (paper, wood, brush) all Plastics, Rubber, household trash, etc. is strictly forbidden.
2. Burn pile must be no larger than 10 feet in diameter or height.
3. Burn pile must be no closer than 50 feet from any structure.
4. Extinguishing agent must be present at all times (water hose, fire extinguisher, etc.)
5. Fire should be fully extinguished by fark when the permit expires.
6. Complaints of burn may result in revoking of permit.
7. Adults of at least 18 year or older must be present during burn at all times.



Brighton Fire Dept.
66 School St. Brighton Tn. 38011
Phone Number: 901-476-8661

Burn Permit

Application Date: _____

Applicant Name: _____

Applicant Address: _____

Phone #: _____ **Cell#** _____

Address/Location of Burn: _____

Nearest Cross streets: _____

Type of Burn (materials to be burned): _____

Date(s) of Proposed Burn: _____

Extinguishment/ Containment Method on Site: _____

Distance to nearest structure in feet: _____

Any and all fires and permits are subject to be revoked and/or prohibited due to unfavorable weather conditions, illegal materials or any other just cause and may be ordered to extinguish by Brighton Fire Department personnel. If a fire should escape the permit holder, all fire department(s) expenses related to extinguishment will be invoiced to the permit holder.

All fires must be in constant attendance by the permit holder or their designee at all times, with means of extinguishment nearby.

Please print a copy of this permit for your records and to keep on site during the prescribed burn. All burns are subject to be searched for any illegal burning.

Ordinance Number _____

AN ORDINANCE REGULATING OPEN BURNING WITHIN THE CITY

Whereas, the city is concerned about the potential health problems associated with excessive air pollution from burning trash, wood scraps, and other materials and debris within the city.

Whereas, the city finds that burning of such above listed items upon property that did not use or produce such items contributes to increased air pollution.

Now, Therefore, be it Ordained by the Board of Mayor and Aldermen of the Town of Brighton, Tennessee as follows:

Section 1. It is illegal to open burn any trash, wood scraps, and other materials or debris upon property within the city that was not produced by the land upon which it is burned or substantially used on the property prior to its being burned.

Section 2. Violations of this ordinance shall be subject to a fine of \$50.00 per day of violation and up to \$500.00 in remedial fines.

Section 3. The Mayor, Fire Chief or his designee is hereby authorized and directed to enforce the provisions of this ordinance.

Section 4. This ordinance shall take effect immediately upon its passage the public health and welfare requiring.

Passed first reading _____ September, 2022

Passed second reading _____ September, 2022

Approved

Mayor

Attest: City Recorder

**RULES
OF
TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION
BUREAU OF ENVIRONMENT
DIVISION OF AIR POLLUTION CONTROL**

**CHAPTER 1200-3-4
OPEN BURNING**

TABLE OF CONTENTS

1200-3-4-.01	Purpose	1200-3-4-.04	Exceptions to Open Burning
1200-3-4-.02	Definitions	1200-3-4-.05	Repealed
1200-3-4-.03	Open Burning Prohibited		

1200-3-4.01 PURPOSE

It is the purpose of this chapter to establish controls on open burning so as to prevent undesirable levels of air contaminants in the atmosphere.

Authority: T.C.A. §§68-25-105 and 4-5-202. Administrative History: Original rule certified June 7, 1974. Amendment filed January 10, 1977; effective February 9, 1977. Amendment filed September 21, 1988; effective November 6, 1988.

1200-3-4.02 DEFINITIONS.

- (1) As used in this Rule Chapter, all terms not defined herein shall have the meaning given them in Rule Chapter 1200-3-2.
- (a) Repealed.
- (b) "Air Pollution Emergency Episode" is defined as air pollution alerts, warnings, or emergencies declared by the Tennessee Division of Air Pollution Control during adverse air dispersion conditions that may result in harm to public health or welfare.
- (c) "Natural Disaster" is defined as any event commonly referred to as an "Act of God" and includes but is not limited to the following weather - related or naturally - occurring categories of events: tornadoes, hail and wind storms, snow or ice storms, flooding, and earthquakes.
- (d) "Open Burning" is the burning of any matter under such conditions that products of combustion are emitted directly into the open atmosphere without passing directly through a stack. Open burning includes, but is not limited to, fires located or burning in a pile on the ground, a barrel, a fire pit, or other semi-enclosure. The use of an air curtain destructor or air curtain incinerator is considered incineration subject to the permitting requirements of Rule Chapter 1200-3-9, and is explicitly not considered open burning.
- (e) "Person" is any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, political subdivision, an agency, authority, commission, or department of the United States government, or of the State of Tennessee government; or any other legal entity, or their legal representative, agent, or assigns.
- (f) Repealed.
- (g) "Wood Waste" is defined as any product which has not lost its basic character as wood, such as bark, sawdust, chips and chemically untreated lumber whose "disposition" by open burning is to solely get rid of or destroy. Plant life of a herbaceous nature, such as leaves, whether attached,

(Rule 1200-3-4-.04, continued)

Pollution Control at the appropriate regional Environmental Field Office at least ten (10) working days prior to commencing the burn:

1. The open burning is being conducted solely for fire training purposes;
 2. All vinyl siding, carpet, vinyl flooring, asphalt roofing materials, and any other materials expressly prohibited in Rule 1200-3-4-.03, have been removed. However, the provisions of Rule 1200-3-4-.03(4) as it pertains solely to "other rubber products" and "other plastics" are waived for incidental plastic or rubber materials which are an integral part of a structure used for fire training, such as plastic plumbing, fixtures, and conduit; electrical wiring insulation, connections, switches, and fixtures; interior trim; glues and resins in manufactured wood products; and vinyl window and door frames. Sheathing, decking, roofing, exterior siding and trim, and structural load-bearing members whose composition is primarily rubber or plastics are not considered incidental;
 3. All regulated asbestos containing materials have been removed in accordance with Rule 1200-3-11-.02; and
 4. A traffic hazard will not be caused by the air contaminants generated by the fire training.
- (d) Fires consisting solely of vegetation grown on the property of the burn site. Priming materials used to facilitate such burning shall be limited to #1 or #2 grade fuel oils, wood waste, or other ignition devices approved by the Technical Secretary.
 - (e) Fires disposing of "wood waste" solely for the disposition of such wood waste as provided in T.C.A. §68-201-115(c). Priming materials used to facilitate such burning shall be limited to #1 or #2 grade fuel oils.
 - (f) Fires solely for the burning of bodies of dead animals, including poultry, where no other safe and/or practical disposal method exists. Priming materials used to facilitate such burning shall be limited to #1 or #2 grade fuel oils, vegetation grown on the property of the burn site, and wood waste.
 - (g) Smokeless flares or safety flares for the combustion of waste gases, provided other remaining applicable conditions of these regulations are met.
 - (h) Such other open burning as may be approved by the Tennessee Air Pollution Control Board where there is no other practical, safe, and/or lawful method of disposal. Documentation demonstrating why the general open burning regulations cannot be met must be submitted.
 - (i) Fires set at the direction of law enforcement agencies or courts solely for the purpose of destruction of controlled substances and legend drugs seized as contraband. Priming materials used to facilitate such burning shall be limited to #1 or #2 grade fuel oils, and wood waste. The provisions of Rule 1200-3-4-.03(4) as it pertains solely to "other rubber products" and "other plastics" are waived for incidental plastic or rubber containers of said contraband.
 - (j) Fires consisting solely of vegetation, manufactured lumber products not chemically treated to prevent insect or rot damage, such as plywood, fiberboard, and paneling, uncoated paper and uncoated cardboard subject to the following conditions:
 1. The site of such burning is not nearer than one-half mile to an airport, hospital, nursing home, school, Federal or State highway, national reservation, national or state park, wildlife area, national or state forest, and/or occupied structures except such structures as may be located on the same property as the burning site.

(Rule 1200-3-4-.04, continued)

- (4) Failure to adhere to any applicable provision or condition of an exception to the open burning prohibition shall be construed as a violation of this Rule Chapter and is subject to applicable provisions of the rules and statutes of the Tennessee Department of Environment and Conservation, Division of Air Pollution Control and such corrective/punitive measures that may be deemed appropriate by the Technical Secretary of the Tennessee Air Pollution Control Board.

Authority: T.C.A. §§4-5-202, 68-201-101 et seq., and 68-25-105. *Administrative History:* Original rule certified June 7, 1974. Amendment filed January 10, 1977; effective February 9, 1977. Amendment filed February 5, 1979; effective March 21, 1979. Amendment filed May 7, 1979; effective June 21, 1979. Amendment filed September 21, 1988; effective November 6, 1988. Amendment filed May 17, 1990; effective July 1, 1990. Amendment filed March 5, 1993; effective April 19, 1993. Amendment filed April 7, 1995; effective June 21, 1995. Amendment filed June 26, 2001; effective September 7, 2001. Amendment filed March 25, 2003; effective June 8, 2003. Amendment filed September 9, 2005; effective November 23, 2005. Amendment filed June 28, 2007; effective September 11, 2007.

1200-3-4.05 REPEALED.

Authority: T.C.A. §§68-25-105, 68-201-101 et seq., and 4-5-202. *Administrative History:* Original rule filed September 21, 1988; effective November 6, 1988. Amendment filed April 18, 1994; effective July 2, 1994. Amendment filed April 7, 1995; effective June 21, 1995. Amendment filed June 26, 2001; effective September 7, 2001.



Brighton Police Department



Monthly Report

August 2022

Information Only 12

Drugs/Narcotics 3

DUI 1

Theft/Forgery 2

Citations 148

Burglary 0

Juvenile Citations 7

Overtime 67.25

Warning(s) 51

Incidents 35

Parking 1

Collisions 9

Assaults 1

Notes:

Animal Destruction 1
Civil Matter 1
Criminal Trespass Warning 1
Crisis Intervention 1
DOA 1
Internet Crime, not in jurisdiction 1
Lost Property 0
Property Damage 1
Suspicious Circumstances 1
Warrants 1
Weapons Violation 2

Tow Ticket(s) 13

Brighton Police Department Monthly Overtime Report

Officer	Date	Reason	Total
S. Dodge	8/24/2022	LAP/WRAP Training	1.75
Shift Pass on			1.5
			3.25
J. Max	8/11/2022	Cover shift	2.5
	8/12/2022	Cover shift	10.5
	8/24/2022	LAP/WRAP Training	1.75
	8/1 - 8/31	K-9 Care	16
Shift Pass on			0.75
			31.5
D. Baskin	8/27/2022	Arrest	3
	8/24/2022	LAP/WRAP Training	1
Shift Pass on			2.75
			6.75
N. Smith	8/24/2022	LAP/WRAP Training	1.75
Shift Pass on			4.25
			6
G. Huggins	8/18/2022	Cover shifts	3
	8/24/2022	LAP/WRAP Training	2.25
Shift Pass on			2
			7.25

Brighton Police Department Monthly Overtime Report

Officer	Date	Reason	Total
D. Burns	8/8/2022	Cover shift	2.25
	8/15/2022	City court	2.5
	8/18/2022	Cover shift	0.75
Shift Pass on			2.75
			8.25
J. Mobley	8/15/2022	City court	2.5
Shift Pass on			1.75
			4.25
D. Moses			0
Shift Pass on			0
			0
Total:			67.25

Note: Each officer is allowed 1.25 hours OT weekly in order to satisfy the 15 minute pass on requirement.

BOARD MEETING

September 13, 2022

Water:	August 2021	8.9 MG
	August 2022	10.5 MG
	Daily Avg.	341,745 Gpd
	July 2022 Billed	7.1 MG

Water Leaks: (6)

- ¾ Service- Mathis St.
- ¾ Service- Allen Cir.
- ¾ Service- Marshall Rd.
- ¾ Service- Brighton Clopton
- ¾ Service- Jessie Ave.
- ¾ Service- Miss Helen Cir.

Sewer:

- Working with insurance on Dale Smith P.S.
- Working with FEMA on Jackett's P.S.

Drainage:

- Weed eating and repairing sink hole fences.

General:

- Repairing potholes throughout the Town.
- Cleaning and Cutting roadsides.
- Cutting Grass throughout the Town.
- Pulling Sewer Samples this month.

Cut Offs: (37)

Work Orders: (40)

Department Detail Report

Date Range: 08/01/2022 - 08/31/2022 and Employee Effective As Of : 09/12/2022
Pay Code Summary

	Hours	Dollars
OVERTIME-Overtime	54.50	XXXX
REGULAR-Regular	370.00	XXXX
Total for Worked Department: 043100	424.50	XXXX
OVERTIME-Overtime	14.50	XXXX
REGULAR-Regular	272.00	XXXX
Total for Worked Department: 052300	286.50	XXXX
Grand Total	711.00	XXXX

TOWN OF BRIGHTON

Tuesday, September 13th, 2022

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.

RESOLVED

- 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) 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) 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) Johnny has started organizing all water and sewer records in an orderly fashion.
RESOLVED
- 15) All deficiencies noted in the last Water System Sanitary Survey have been addressed and corrected.
RESOLVED
- 16) 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) 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.
RESOLVED
- 18) Apparently both pressure reducing valves at the master meter are not operating properly from time to time.
RESOLVED
- 19) The State Revolving Fund Loan has approved the Town for funding to replace the old Asbestos Cemen 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.
RESOLVED
- 20) The Town's Water Supply Contract with Poplar Grove Utility District will expire in October 2017.
RESOLVED
- 21) The Town is required by TDEC regulations to have its elevated water tanks inspected every 5 years by a qualified person.
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.
RESOLVED
- 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.
RESOLVED
- 24) The Town has recently experienced problems with the High School and Dale Smith Pump Stations.
RESOLVED

- 25) Mr. 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: 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 Specifications 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 2:00p.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.

- 26) 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 cleanup 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 the 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) 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) The Town has been directed by its insurance carrier to develop a Sewer Backup Prevention Program.

RESOLVED

- 29) 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

Disinfectant Byproducts samples have been collected from the distribution system and analyzed by

Pace

Analytical. The results were well below the Maximum Contaminant Level. I have results if anyone desires a copy.

David Braden

LETTER OF AGREEMENT

BETWEEN

THE UNIVERSITY OF TENNESSEE MUNICIPAL TECHNICAL ADVISORY SERVICE

AND

THE _____ OF _____

THIS AGREEMENT is between the _____ Tennessee (hereinafter referred to as "the City"), and the University of Tennessee Municipal Technical Advisory Service (hereinafter referred to as "MTAS").

WHEREAS, the City has determined it to be in the public interest to have the City's municipal water and/or wastewater rate schedule(s) reviewed, with the goal of establishing rates which will comply with State revenue requirements; and

WHEREAS, MTAS has offered to complete such a review for a reasonable fee.

NOW, THEREFORE, in consideration of these facts, the parties hereto agree as follows:

1. **MTAS to conduct review of the municipal water/wastewater rates.** MTAS's work under this contract is advisory in nature. Any recommendations MTAS makes under this contract are non-binding and the city is free to accept or reject them.

MTAS shall conduct a detailed review consisting of the following documents and services:

- a) A narrative and summary of the review with recommendations for setting fair and equitable rates for customers of the City's municipal water (wastewater) system;
- b) Spreadsheets showing the past two to three municipal audits, current year-to-date

revenues and expenditures, and a three-to-four year projection of all water (wastewater) revenues assuming no adjustment of the City's water (wastewater) rate schedule;

- c) Spreadsheets with all of the elements of paragraph I.(b), but with rate adjustments designed to produce a positive change in the net assets of the utility within two to three years;
- d) Cash flow depictions reflecting the results of both spreadsheets;
- e) If the City provides MTAS with summarized customer data, MTAS shall also produce a customer analysis contrasting each customer class by volumes used and revenue generated;
- f) Recommended structural changes to existing rate schedules;
- g) A schedule of recommended rates; and
- h) Graphical and/or PowerPoint presentation of findings at a meeting of the governing body.

2. City to provide necessary information prior to initiation of the review. The City shall provide MTAS with requested financial and operational information prior to the initiation of the review.

3. Follow-up after completion of the review.

- a) Twelve (12) months after the City has adopted recommendations of the review, MTAS shall provide a brief follow-up on the status review to assure that its recommendations are achieving the desired revenue results.

b) At the city's request, MTAS will communicate its work to the Water/Wastewater Finance Board's (WWFB) Technical Secretary and/or accompany the governing body representatives to hearings of the Water/Wastewater Finance Board.

4. **Fees.** MTAS's fee for providing the requested utility review to the City shall be sixty dollars (\$60.00) per consulting hour except that in no event shall the total cost of the review exceed the sum of five thousand dollars (\$5,000.00).

5. **Payment.** The City shall remit the full costs of MTAS's review within thirty (30) days of the presentation of an itemized billing from MTAS. If this Agreement is acceptable, please have an authorized representative sign and date below and return to UT MTAS, C/O Sherri Brown 1610 University Avenue, Room 119G, Knoxville, TN 37921.

IN WITNESS of their acceptance of the terms of this Agreement, the parties have had this Agreement executed by their duly authorized representatives.

For The University of Tennessee:

Rumira Xhaferaj
Chief Business Officer
Institute for Public Service

Date_____

For the _____ of _____

Date_____ Signature_____

Name_____

Title_____



Town of Brighton Building / Codes

COREY GATLIN
Aug-22

DIRECTOR OF CODE ENFORCEMENT

206 E Woodlawn	8/2/2022	13-107	letter sent for junk cars and overgrowth	Working with Central Baptist 8/28/2022
34 huffman	8/5/2022		foundation inspection	
339 Regency Dr.	8/10/2022	13-107	Certified letter sent for grass and brush	Work order issued for PW 9/6/2022
548 W. Kenwood	8/10/2022		Permit issued for cell tower upgrade	
347 Miss Helen	8/17/2022	13-120	letter sent for junk vehicles and parts	No Progress 9/6/22
34 Huffman Dr	8/26/2022		rough in inspection	
lot 47 BVL	8/30/2022	13-107	certified letter sent for tall grass	work order issued for PW
494 E. Woodlawn	8/30/2022	13-107	letter sent for tall grass	issue resolved
447 Bloomington Dr	8/30/2022	13-107	Certified letter sent for grass and weeds	no progress 9/6/22
459 Bloomington	8/30/2022	13-107	letter sent for grass	issue resolved

[illegible]



TOWN OF BRIGHTON

139 NORTH MAIN * POST OFFICE BOX 277 * BRIGHTON, TENNESSEE 38011

PLANNING COMMISSION MEETING

July 26, 2022

6:00 PM

CALL TO ORDER

Vice Chairman John Pate called the meeting to order at 6:05pm.

ROLL CALL

Present

Mayor Stephanie Chapman Washam
Vice Chairman John Pate
Secretary Kinney Bridges
Jeremy Cates
Shane Greer

Absent

Aubrey Foreman

Others Attending: Will Radford, City Planner; Corey Gatlin, Brighton Code Enforcer

Guests: Steve and Kristin Gardner, 347 Miss Helen Circle, Brighton, TN; Corey Guidry

APPROVAL OF MINUTES

Minutes Approval: Regular Meeting March 22, 2022. Secretary Bridges made a motion to approve the minutes as written. The motion was seconded by Mr. Greer. All approved. Motion passed.

Vice Chairman Pate gave Mr. Will Radford the floor.

NEW BUSINESS

Minor Subdivision Plat Approval Procedures

Mr. Radford wanted to discuss the procedures for a minor subdivision plat. This is the simplest of subdivisions; no utilities required, no need for a new road; no variances needed; meets all zoning requirements, etc. Vice Chairman Pate wanted the "minor subdivision" to be clearly defined. Mr. Radford stated it would be noted in the Subdivision Regulations. Often in rural communities, the Planning Commission gives staff authority to approve two lot subdivisions. Vice Chairman Pate stated that if the Planning Commission gives the staff authority then technically the Planning Commission may never see it. Mr. Radford agreed. As of July 1, 2022, the Planning Commission and the Board of Mayor and Aldermen both must approve this authority. In order to move forward with this, the Town would need to pass a Subdivision Regulation Amendment for the Planning Commission. It requires a Public Hearing which also requires a 30 day notice. The Planning Commission verbally gave approval for the City Planner to move forward with the resolution.

Regional Zoning Ordinance Discussion

Mr. Radford has presented a copy of the current Regional Zoning Ordinance. This is the area that is located outside the city limits but still subject to Brighton's Planning Commission. Like with the Municipal Zoning Ordinance, he would like the Planning Commission to review it and start making updates/changes. Mr. Radford also mentioned updating the Zoning Map.

OLD BUSINESS

Subdivision on Kenwood

Mr. Gardner is requesting updates on the subdivision that is progressing on Kenwood. He is also mentioned work is being done in the middle of night and there has been lots of dust accumulation. Vice Chairman Pate added that if the construction work is being completed late at night then that should be enforceable by our local police department. Mr. Radford replied that he has reviewed the history of this subdivision. Everything he has read from the previous minutes, the subdivision has met preliminary approval. The preliminary plat seems to be in order. The construction phase will need to be inspected by the City Engineer and all city departments prior to final plat being brought to the Planning Commission. The dirt work, building roads, utilities is all part of the construction phase. Mr. Gardner was also concerned about the dip (trench) across Kenwood Avenue and the potential sewage issue this subdivision may cause. A brief discussion continued. Mr. Corey Guidry also commented during this discussion.

ADJOURNMENT

Mayor Chapman Washam made a motion to adjourn the meeting at 7:04pm. The motion was seconded by Mr. Greer. All approved. Motion carried.

Stephanie Chapman-Washam, Mayor

Tammy McKinney, CMFO



TOWN OF BRIGHTON

139 NORTH MAIN * POST OFFICE BOX 277 * BRIGHTON, TENNESSEE 38011

PLANNING COMMISSION MEETING

August 23, 2022

6:00 PM

CALL TO ORDER

Vice Chairman John Pate called the meeting to order at 6:03pm.

ROLL CALL

Present

Mayor Stephanie Chapman Washam
Vice Chairman John Pate
Secretary Kinney Bridges
Aubrey Foreman
Shane Greer

Absent

Jeremy Cates

Others Attending: Will Radford, City Planner;

Guests:

APPROVAL OF MINUTES

Minutes Approval: Regular Meeting July 26, 2022. Mayor Chapman Washam made a motion to approve the minutes as written. The motion was seconded by Mr. Greer. All approved. Motion passed.

Vice Chairman Pate gave Mr. Will Radford the floor.

NEW BUSINESS

Charles and Amy Kimball Minor Subdivision Plat

Background

A minor subdivision plat has been submitted on behalf of Charles and Amy Kimball to create 3 lots near 5011 and 5071 Old Memphis Road. The property can be further identified as Parcels 2.10 and 2.36 on Tipton County Tax Map 098. The property is zoned FAR in Brighton's Planning Region. The property does not appear to be located in a federally identified flood hazard area.

Analysis

The proposed lots meets the minimum lot six (1 acre) of the FAR district. Staff is unable to determine if Tract 1 meets lot width (100 feet) requirements of the FAR District. It appears to meet this requirement upon staff measurement, but needs to be verified by the surveyor.

All three tracts have the adequate road frontage for development (50 feet).

The plat is showing the necessary certificates for approval.

The existing septic systems need to be verified on Tract 1 and Tract 2. Tract 3 needs to have septic approval prior to approval.

Recommendation

Staff recommends approval of the plat provided the above mentioned issues (Septic and Lot Width) are adequately addressed.

Mr. Radford only had an electronic copy of the plat to show the Board. After a brief discussion, the Board decided to table this until they have a hard copy of the plat to review.

OLD BUSINESS

Minor Subdivision Plat Approval Procedures

Background/Analysis

Staff is presenting the following language for review by the Planning Commission to potentially be added to the Brighton Subdivision Regulations:

Whenever subdivision meets the criteria described below, the Secretary of the Brighton Municipal-Regional Planning Commission may approve a subdivided plat without the approval of the planning commission.

- a. The divided tract involves no more than two (2) lots;
- b. The planning staff of the planning commission certifies that the subdivision meets all the regulations adopted by the planning commission, and;

- c. No request for variance from the adopted regulations of the planning commission has been made.
- d. Re-subdivision involving no more than 2 (two) lots of establishing new or additional utility easements

Mr. Radford explained the above changes to the Board. After a brief discussion, the Planning Commission verbally approved to move forward this language added .

Vacant Chair

Mayor Chapman Washam accepted the resignation of Chairman Cyndi Timbs. The Planning Commission decided to wait until they have a full board before voting on the next Chairman.

ADJOURNMENT

Mayor Chapman Washam made a motion to adjourn the meeting at 6:39pm. The motion was seconded by Secretary Bridges. All approved. Motion carried.

Stephanie Chapman-Washam, Mayor

Tammy McKinney, CMFO

ORDINANCE 20220913

ORDINANCE FOR THE TOWN OF BRIGHTON TO ADOPT BY REFERENCE STATE TRAFFIC OFFENSES AND RULES OF THE ROAD.

AN ORDINANCE OF THE TOWN OF BRIGHTON, TENNESSEE, ADOPTING BY REFERENCE STATE TRAFFIC OFFENSES AND RULES OF THE ROAD.

WHEREAS the Board of Mayor and Aldermen desires to adopt by reference state traffic offenses, registration requirements and rules of the road; and

WHEREAS the Tennessee General Assembly amended the laws pertaining to adoption of state laws by municipalities by reference, by changing the statute under which such adoption is made and by further specifying that only Class C misdemeanors may be adopted by municipalities and enforced as municipal ordinance violations;

NOW, THEREFORE, BE IT ORDAINED by the Board of Mayor and Aldermen, that

Section 1. The following shall be adopted as an Ordinance of the Town of Brighton:

Adoption of state traffic statutes. By the authority granted under Tennessee Code Annotated § 16-18-302, the Town of Brighton adopts by reference as if fully set forth in this section, the "Rules of the Road," as codified in Tennessee Code Annotated §§ 55-8-101 through 55-8-131 and §§ 55-8-133 through 55-8-180. Additionally, the Town of Brighton adopts Tennessee Code Annotated §§ 55-4-101 through 55-4-128, §§ 55-4-130 through 55-4-133, §§ 55-4-135 through 55-4-138, §§ 55-8-181 through 55-8-191, § 55-8-193, § 55-8-199, §§ 55-9-401 through 55-9-408, §§ 55-9-601 through 55-9-606, § 55-12-139, and § 55-50-351, by reference as if fully set forth in this section.

Section 2. This ordinance shall take effect upon its final reading, the public welfare requiring it.

FIRST READING: August 9, 2022

SECOND READING: September 13, 2022

Mayor Stephanie Washam

ATTEST:

Tammy McKinney, Town Recorder

Approved as to form:

Town Attorney

ORDINANCE NUMBER _____

AN ORDINANCE TO ESTABLISH MUNICIPAL OFFENSES FOR ACTIVITIES THAT NEGATIVELY IMPACT THE PUBLIC HEALTH, SAFETY AND WELFARE, THE MAINTENANCE OF AN EFFECTIVE, SAFE AND FULLY FUNCTIONAL STORM WATER SYSTEM DIRECTLY ENHANCES PUBLIC HEALTH, SAFETY AND WELFARE BY CONVEYING STORM WATER AWAY FROM HOMES. BUSINESSES, AND PUBLIC RIGHTS OF WAY, AND THE CLOGGING OF STORM WATER INLETS ON PUBLIC STREETS WITH CURB AND GUTTER AND UNDERGROUND WITH GRASS AND LEAVES FROM ADJACENT PROPERTY YARD MAINTENANCE NEGATIVELY IMPACTS THE FUNCTION OF THE STORM WATER SYSTEM AND SHOULD BE PREVENTED.

WHEREAS, the Board of Mayor and Aldermen wish to....

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF BRIGHTON, TENNESSEE; THAT

An amendment to Chapter 12 Section 208 is hereby added to the Brighton Municipal Code and shall read:

12-208 BLOWING GRASS AND DEBRIS INTO PUBLIC STREETS

- (1) It shall be unlawful for any person to blow or otherwise place grass clippings, leaves or any other yard debris on to any public street or alley, or into any storm drain inlets, curbing or drain grates.
- (2) Any violation of this section shall be punishable by a fine of fifty dollars (\$50.00).
- (3) This ordinance shall take effect upon final passage, the public welfare requiring it.

First Reading _____

Second Reading _____

RESOLUTION 09132022

RESOLUTION FOR AMERICAN RESCUE PLAN ACT (ARPA) ALLOCATION

WHEREAS, on March 11, 2021 the President of the United States signed into law the American Rescue Plan Act (ARPA) to provide continued relief from the impact of the COVID-19 pandemic; and

WHEREAS, the ARPA program appropriates funds to assist state, local, tribal and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, the Town of Brighton has been notified of ARPA funding in the amount of \$862,902.00, payable in two tranches; and

WHEREAS, the Town of Brighton is in receipt of the first tranche in the amount of \$431,451.00; and

WHEREAS, The Coronavirus State and Local Fiscal Recovery Funds provide needed fiscal relief for recipients that have experienced revenue loss due to the onset of the COVID-19 public health emergency; and

WHEREAS, Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund "government services."; and

WHEREAS, Recipients may elect a "standard allowance" of \$10 million to spend on government services through the period of performance; and

WHEREAS, All recipients may elect to use this standard allowance instead of calculating lost revenue using the formula provided by US Treasury, including those with total allocations of \$10 million or less; and

WHEREAS, the Town of Brighton has the need to fund government services while in the recovery phase of the COVID-19 pandemic.

NOW, THEREFORE IT BE RESOLVED, the Board of Mayor and Aldermen of the Town of Brighton, Tennessee, authorize the following:

Section 1. The following allocation of ARPA funding to fund government services under the replacing lost public sector revenue spending category as follows:

Project A	\$431,451.00	The purchase of the new Town Hall, 1270 Old Hwy 51 S, Brighton,
		TN 38011.
Total	\$431,451.00	

Passed and Adopted by the Board of Mayor and Alderman of the Town of Brighton,
Tennessee on the 13th day of September, 2022.

ATTEST:

Stephanie Chapman Washam, Mayor

Tammy McKinney, CMFO



KING ENGINEERING CONSULTANTS
INCORPORATED

3355 POPLAR AVENUE
SUITE 200
MEMPHIS, TN 38111-4676

TELEPHONE 901/323-1000
901/324-1516
FAX 901/324-1516

August 30, 2022

The Honorable Stephanie Chapman-Washam
and Board of Aldermen
City Hall
P.O. Box 277
Brighton, TN 38011-0277

Re: Storm Water System Restoration
2021 CDBG
Brighton, Tennessee

Dear Mayor Chapman-Washam and Board:

Bids were received on August 26, 2022 at 2:00 P.M. at City Hall for the referenced project. Based upon our previous positive experience, we recommend that the project be awarded to the low bidder, which is Portland Utilities Construction Company, LLC, P.O. Box 510, Portland, Tennessee 37148. (Tennessee License Number 29797). The amount of the base bid is \$311,710.00. The amount of the base bid plus Additive Alternate Number One is \$342,010.00. The recommendation for award is for the base bid plus Additive Alternate Number One.

There was only one bidder, which is not surprising since CIPP for storm drain pipes is a specialty. However, prior to the project going out for bids, Jim Hunter of King Engineering Consultants, Inc. conducted a search for companies specializing in CIPP for storm drain pipe. We sent a special notification of the advertisement for bids to the low bidder (Portland Utilities Construction Company), Pleasants Construction Company, SAK Construction Company, Moore Construction Company, and Insituform. Plans and specifications were also sent to Builders Exchange.

Rejecting the only bid and advertising the project again would likely result in higher bids.

Sincerely,

KING ENGINEERING CONSULTANTS, INC.


Ken King
KK:pw

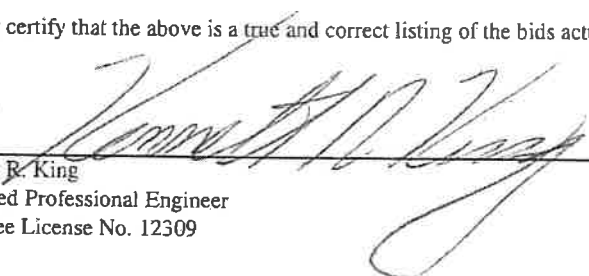
BID TABULATION
STORM WATER SYSTEM RESTORATION
2021 COMMUNITY DEVELOPMENT BLOCK GRANT
BRIGHTON, TENNESSEE
AUGUST 26, 2022

				Portland Utilities Construction Co. PO Box 510 Portland, TN 37148	
ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
<u>BASE BID</u>					
<u>SECTION A: RESTORATION OF INLETS</u>					
1.	Inlet Repair:				
	a) Mobilization	LS	1	6,500.00	6,500.00
	b) Polystyrene	LB	1,000	13.00	13,000.00
	SUBTOTAL SECTION A				19,500.00
<u>SECTION B: CURED-IN-PLACE PIPE - WINDWARD PLACE</u>					
1.	Mobilization	LS	1	16,000.00	16,000.00
2.	Pre-cleaning and CCTV:				
	a) Segment 53-54, Twin 18" x 29" (125-feet each)	LF	250	28.00	7,000.00
	b) Segment 56-57, Twin 22" x 36" (182-feet each)	LF	364	20.00	7,280.00
	c) Segment 57-58, Twin 24" (210-feet each)	LF	420	25.00	10,500.00
3.	CIPP and Post-CCTV:				
	a) Segment 53-54, Twin 18" x 29"	LF	250	225.00	56,250.00
	b) Inlet Adjustment (Structure 54)	LS	1	2,000.00	2,000.00
	c) Segment 56-57, Twin 22" x 36"	LF	364	220.00	80,080.00
	d) Junction Box Enlargement (Structure 57)	EA	1	14,500.00	14,500.00
	e) Segment 57-58	LF	420	180.00	75,600.00
	f) Junction Box Enlargement (Structure 58)	EA	1	14,500.00	14,500.00
4.	Restore Lawns	LS	1	8,500.00	8,500.00
	SUBTOTAL SECTION B				292,210.00
	TOTAL BASE BID - SECTIONS A & B				311,710.00
<u>ADDITIVE ALTERNATE NO. ONE WINDWARD PLACE</u>					
1.	Pre-cleaning and CCTV - Segment 54-55 Twin 18" x 29" (50-feet each)	LF	100	35.00	3,500.00

Portland Utilities Construction Co.
PO Box 510
Portland, TN 37148

ITEM NO.	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
2.	CIPP and Post-CCTV - Segment 54-55	LF	100	236.00	23,600.00
3.	Inlet Adjustment (Structure No. 55)	LS	1	2,000.00	2,000.00
4.	Restore Lawn	LS	1	1,200.00	1,200.00
SUBTOTAL ADDITIVE ALTERNATE NO. ONE					30,300.00
BASE BID PLUS ADDITIVE ALTERNATE NO. ONE					342,010.00

I hereby certify that the above is a true and correct listing of the bids actually received.


Kenneth R. King
Registered Professional Engineer
Tennessee License No. 12309

08-30-22
Date

RESOLUTION NO. 09132022-1

RESOLUTION TENTATIVELY APPROVING CONTRACT AWARD OF STORM WATER SYSTEM RESTORATION, 2021 COMMUNITY DEVELOPMENT BLOCK GRANT.

WHEREAS, bids were received on August 26, 2022 for a contract for storm water system improvements, and;

WHEREAS, the low bidder has been investigated by the Engineer and the best interest of the Town and Tennessee Department of Economic and Community Development has been anticipated to be served by awarding the contract to the low bidder, and;

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the Town of Brighton, Tennessee:

That the Mayor be authorized and directed to execute a contract for the Base Bid in the amount of \$311,710.00 with the low bidder, Portland Utilities Construction Company, LLC, P.O. Box 510, Portland, Tennessee 37148. (Subject to approval by the Tennessee Department of Economic and Community Development).

A motion was made by Alderman _____ that the foregoing resolution be adopted. Alderman _____ seconded the motion and upon a roll call vote, the Aldermen of the Town of Brighton voted as follows, to wit:

ALDERMEN VOTING "AYE":

ALDERMEN VOTING "NAY":

ALDERMEN ABSENT OR NOT VOTING:

The Mayor declared the Resolution duly adopted and effective from and after this 13th day of September, 2022.

Done by order of the Board of Mayor and Aldermen of the Town of Brighton, Tennessee this 13th day of September, 2022.

Stephanie Chapman-Washam
Mayor

ATTEST:

Tammy McKinney
Town Recorder

Over time -City Hall employees

22-Feb

Tammy French

0

Reason for over time

Tammy McKinney

2.75 comp time

Reason for over time/comp

Meetings

22-Mar

Tammy French

0.5

Reason for over time

Tammy McKinney

1.5 comp time

Reason for over time/comp

Traffic court & TGFOA

22-Apr

Tammy French

0

Reason for over time

Jewlie Kerns

0.5

Reason for over time

court

Tammy McKinney

0.25 comp time

Reason for over time/comp

court

22-May

Tammy French

0

Reason for over time

Jewlie Kerns

0

Reason for over time

22-Jun

Tammy French

0

Reason for over time

Jewlie Kerns

0

Reason for over time

22-Jul

Tammy French

1

Reason for over time

court

22-Aug

Jeff Stafford

0

Reason for over time

Chandler Thompson

0

Reason for over time