



TOWN OF BRIGHTON

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

BOARD OF MAYOR AND ALDERMEN MEETING

January 14, 2020

7:00 PM

CALL TO ORDER, PLEDGE OF ALLEGIANCE & INVOCATION

The meeting was called to order by Mayor Sarah Crocker at 7:01p.m. The Pledge of Allegiance to the flag was led by the Board of Mayor and Aldermen. Ms. Ann Blackmon gave the invocation.

ROLL CALL

Present

Sarah Crocker, Mayor
Stephanie Chapman-Washam, Alderwoman
Shane Greer, Alderman
Kenny Hall, Alderman
George Smith, Alderman

Absent

Others Attending:

Tammy McKinney, Town Recorder
Johnathon Briles, Public Works Director
David Braden, Poplar Grove Utility
Aubrey Foreman, Public Works Department
Ricky Russell, Brighton Fire Department
Jeremy Armstrong, Eckel & Associates
Billy Ridgell, Brighton Public Works
Ken King, Town Engineer

Guests: Gus Smith, 147 Phillips Dr., Brighton, TN; Jack Baker, 1464 Brighton Clopton Rd, Brighton, TN; Ann Blackmon, 164 Shady Lane, Brighton, TN; David Grape, 342 Miss Helen Circle, Brighton, TN; Matt and Karee Wallen, 325 Miss Helen Circle, Brighton, TN; Steve Gardner, 347 Miss Helen Circle, Brighton, TN; Ted and Vickie Coone, Owner of Bar on Hwy 51 S;

APPROVAL OF MINUTES

Minutes Approval: Regular Board of Mayor and Aldermen Meeting December 10, 2019

Alderman Hall made a motion to approve the minutes as written. The motion was seconded by Alderman Smith. All approved. Motion carried.

FINANCIAL REPORT/PAYMENT OF BILLS

The financial report was presented. Alderwoman Chapman-Washam made a motion to approve the Town's bills as presented. The motion was seconded by Alderman Hall. All approved. Motion carried.

ACKNOWLEDGEMENT OF GUESTS

David Grape, 342 Miss Helen Circle, Brighton, TN

Mr. Grape expressed concerns about the new development on Kenwood Ave near Miss Helen Circle especially concerning the drainage issue. Mr. Grape has already contacted TDEC. Mr. Braden, Poplar Grove Utility, will follow up with Ms. Brazile from the TDEC location in Memphis, TN. TDEC issues and enforces the SWPP permits. He will then reply back to Mr. Grape with the information.

Mr. Gardner also commented about the same drainage issues.

Jack Baker, 1464 Brighton Clopton Rd, Brighton, TN

Mr. Baker expressed concerns about the bridge near his property. He is asking the Town to replace the rip rap that has washed into the creek over the years. The erosion has caused damage to his property. Mr. King, Town Engineer, stated they have requested plans from the "bridge project" so the easement can be located.

Vicki Coone, Owner of the Bar on Hwy 51 S

She is requesting the Town of Brighton to annex her new property located at 4904 Highway 51 S so she can obtain a liquor license. The property is located in Brighton's Planning Region. Jeremy Armstrong, Town Attorney, stated he would have to look into the Town's annex ordinance, liquor ordinance and do some additional research.

DEPARTMENTAL REPORTS

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

Police Department: Mayor Crocker presented the monthly status report (see attached report).

Public Works: Mr. Briles, Public Works Director, presented the monthly status report (see attached report).

Wiley Road

This is pertaining to an issue brought last month. Mr. Briles said they have dug around trying to find a reason for the asphalt buckling. They haven't found anything yet. Public Works will continue to watch this area.

School St/Kenwood Ave

Alderman Hall asked if they have seen any results since taking up some of the asphalt. Mr. Briles said the water is continually draining not exactly like they want but it is flowing.

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. **Update 02/09/16:** Johnny is in the process of identifying potential infiltration sites and locating manholes. **Update 07/12/16:** Infiltration sites have been identified. With the low rainfall amounts during the summer,

this is a relatively low priority at this time. Johnny is prepared to address these sites before September 15th.

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

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. We believe that most of the problems are related to the lack of maintenance of the high school's and middle school's septic tanks. KEC and I have prepared a finding report and a suggested preventative maintenance program for the school's septic tanks and all pump stations. I recommend that the Mayor and the Board adopt this plan. **Update 12/10/19:** Upon recommendation of KEC, Public Works has begun having the schools' septic tanks and the three main pump stations (Southwest, High School and Dale Smith) cleaned semi-annually. At this time, this program appears to be working by controlling the volume of wet wipes. Mr. Briles, Mr. Foreman and I will continue to monitor this program and make regular reports back to the Mayor and Board. **Update 01/14/2020:** Approximately one week after the new pump was installed at the Dale Smith Pump Station, Public Works employees noticed that the intake screen was beginning to be clogged with wet wipes. The pump was immediately shut down and the intake screen was cleaned by Mid-South Septic. Because of this problem, Public Works entire staff, Ken King, Alex Somboona and I met at the station on Wednesday, January 8th to evaluate the problem and discuss solutions. After input from everyone, it was determined that the best resolution is a 5,000 gallon septic tank that all wastewater flows into before it goes to the Dale Smith Wetwell where the pumps are located. To test the effectiveness of this potential solution, it was determined that

by installing an elevated outlet pipe with a screen on it in the existing manhole just prior to the Wetwell could indicate whether this would work or not. Public Works is currently waiting on quotes for the installation of this pipe. KEC has prepared a report which you have before you tonight.

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. **Update 02/13/18:** Mr. Chlarson has advised me that he is developing a cost estimate to repair the drainage problems and that this cost estimate should be available to the Town within the next 30-45 days. **Update 03/13/18:** Mr. Chlarson's report and cost estimate has been delivered to the Town. This report only includes the drainage structures that are failing. The Town should seriously consider replacing all the CMP in the areas where the failures are currently occurring. Also, I'm not sure whether Mr. Neill has given the Town a proposal for the Storm Water Ordinance. **Update 04/10/18:** Bids for the CCTV part of the project will be received at 2:00pm on Friday April 13th. Currently there are seven contractors that have picked up plans and specifications. **Update 05/08/18:** Bids were received on April 13th for the CCTV part of the project with Mid South Septic being the low bidder at a Base Bid of \$21,752.00. Their bid for the Additive Alternate is \$43,789.50 in case additional scoping is required at McLister and Carrington. **Update 06/12/18:** Some scoping of the drainage systems has occurred, but no reports have been delivered to the Town or KEC. KEC has requested these reports on two different occasions. McLister and Carrington appear to have catch basin problems with the drain pipes being sound. Woodlawn appears to have terrible pipe failures. **Update 07/09/18:** No reports from Mid-South have been delivered to the Town or KEC and no payment has been made to Mid-South. **Update 08/14/18:** No reports have been received from Mid-South, nor has any payment been made to them. Mr. Ault has assured KEC that they have acquired a new camera and will be back on the job soon. **Update 09/11/18:** The reports and videos have been received from Mid-South. KEC has done some spot, site visits to also determine the degree of rust deterioration of the pipes. These spot checks coupled with the video indicate that rather than pipe replacement, Cured-in-Place Pipe coating procedure should be seriously considered by the Board. KEC also believes that the inlet structures can be repaired using an injection process called Polyurethane Pour-in-Place system. Both of these processes are proven methods that require much less disruption to yards and streets. Also at this point, it is my opinion that the Town should start looking at financing options since any grant funding appears unavailable. **Update 04/09/19:** As everyone is aware, Ms. Mattie Cushman has secured an Imminent Threat Grant for Marshall Road and other severe drainage problems in hopes of following up with a similar grant through normal channels in order to repair all Town drainage problems. This IT grant consist of \$315,000.00 in grant and a matching local funding of \$35,041.00. This is obviously excellent news for the Town. **Update 05/14/2019** – Johnathon has secured the easements for the MarsThey instead paved over the concrete hall Road portion of the project. Securing the one for Wylie Drive has encountered a snag with the property owner requesting \$1,800 for this easement. Mr. Eckel is researching to see if the acquisition of this easement is actually necessary. **Update 08/13/19:** The bid date for the Imminent Threat portion of the project is scheduled for Thursday, August 15th. **Update 09/10/19** – As we are all aware, the bid for the West Oaklawn culvert replacement was extremely high and TCPW has agreed to do the culvert replacement with the Town handling the paving repair and guardrail installation. Also, we are waiting on the State to allow the Town to enter into negotiations with the bidder for the remainder of the bidded project to determine how many repairs can be done with the subdivision. **Update 10/08/19** – On West Oaklawn (Marshall Road), the water main has been replaced allowing TCPW the needed space to replace the culvert. Tomorrow at 2:00pm, the Town will be opening the mini rebid packet from Mr. Marbury. The Town has been awarded a second grant for the drainage repairs in the amount of \$244,000.00 with a local match of \$34,081.00. It is anticipated that most if not all the drainage repairs can be made with both grants if the bidding process is very competitive and the repairs can be done during the dry, summer months. **Update 11/2/2019** – The West Oaklawn culvert has been replaced and Public Works is maintaining the gravel until the paving

can be done. The mini bid process was successful and contract documents have been sent to the contractor. With this IT Grant money as many of the inlets will be repaired as possible with the contractor being paid on a per pound basis. **Update 01/14/2020:** KEC has prepared a report that you have before you tonight. A summary of this report is that the spacing between 254 Woodshire and the next door neighbor's home is too close to allow for pipe replacement therefore, Cured In Place Pipe appears to be the only viable option for making the repair.

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. I have completed the first draft and submitted it to Mr. Briles for his input and review before sending it to Town Attorney Eckel. I also have copies to distribute to the Mayor and Board tonight if anyone desires one.

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.

There was much discussion concerning the Dale Smith Pump Station. Mr. Braden mentioned that the sewer system in Brighton was established in the late 80's. He is thinking that some of the residential septic tanks have never been pumped. He is suggesting to pump the septic tanks on an active regular basis (every five years) to keep the solids/wet wipes from being transferred to the pump stations. This may keep the Town from having to do what B.A.M.2 suggested months ago which was very costly. Mr. Braden believes there's not one solution. The problems are coming from many different areas and several different causes. Therefore, all of the potential solutions will need to be addressed.

Ken King was given the floor.

Wanser Property and Intersection of Woodchase Dr and Woodshire Lane

Mr. King presented a report. The drainage pipes are dangerously close to the Wanser's house. Mr. King asked for an estimated cost from a local construction company to fix the failing pipes. The construction company commented that the pipes are too large and the junction box requires large equipment; therefore the construction may be as close to 15ft to the home(s). The estimated cost was \$60,000 over available funds. Mr. King is suggesting the Town change over to Cured-In Place Pipe (CIPP). Alderman Greer said he can't approve the CIPP option. After much discussion, this topic was tabled.

PARKS AND RECREATION REPORT

None

PLANNING COMMISSION REPORT

None

MAYOR AND ALDERMEN REPORTS

A Trash Ordinance amending the Brighton Municipal Code of ordinances relating to refuse and trash disposal was presented. **Alderman Hall made a motion to approve the First Reading of the Trash Ordinance. Alderman Greer seconded the motion. All approved. Motion carried.**

Resolution #01142020 supporting U.S. Postal Service private home mail and package delivery in single family communities was presented. **Alderman Hall made a motion to approve this resolution. Alderman Greer seconded the motion. All approved. Motion carried.**

OLD BUSINESS

Police Sign

Mr. Briles stated the new sign should be ready by Friday.

Independent Stone

Mr. Briles stated that he is waiting for the weather to clear up so he can finish cleaning the property.

Atoka Inflatables

Mr. Armstrong spoke to Christian Abston's father today. Mr. Abston states that the Town is harassing him. Mr. Armstrong read from an email from Mr. Brian Abston "do what you want but tread lightly. You are not dealing with normal folks and we don't take kindly to being harassed, threatened or denied our constitutional rights".

Alderman Greer asked about the inflatable that is rolled up in the flower bed. Mr. Armstrong asked that someone get him a time-stamped picture of it and he will address it.

Mr. Armstrong said when Judge Raynor found him guilty; Mr. Abston appealed it. It appeals to Circuit Court under Judge Walker. They went to court that day. Mr. Armstrong caught him outside the courtroom and asked him to clean it up and keep it clean for a year. If you do, then I will throw this case away. He agreed. Now, he won't sign the order agreeing to it. Mr. Armstrong gave Mr. Abston until the 21st to sign the order of agreement. If he doesn't, then Mr. Armstrong will get him a court date.

NEW BUSINESS

None

ADJOURNMENT

Alderman Hall made a motion to adjourn the meeting. The motion was seconded by Alderwoman Chapman-Washam. All approved. Motion carried. The meeting adjourned at 9.30pm.

Sarah Crocker, Mayor

Tammy McKinney, Town Recorder