



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.
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. Chlarsen 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.

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.
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

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