



TOWN OF BRIGHTON

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

BOARD OF MAYOR AND ALDERMEN MEETING

October 8, 2019

7:00 PM

CALL TO ORDER, PLEDGE OF ALLEGIANCE & INVOCATION

The meeting was called to order by Mayor Sarah Crocker at 7:02p.m. The Pledge of Allegiance to the flag was led by the Board of Mayor and Aldermen. Mr. Gus Smith 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
Mike Durham, Brighton Police Chief
Scott Dodge, Brighton Police Captain
Jeremy Armstrong, Eckel & Associates

DJ Specht, Brighton SRO
Josh Mobley, Brighton Police
Jason Allen, Brighton SRO

Guests: Gus Smith, 147 Phillips Dr., Brighton, TN; Brian Styer, 346 Rosemark Road, Atoka, TN; Zach Styer, 134 Alexander Dr., Brighton, TN; Danielle Specht, 152 Miss Helen Circle, Brighton, TN

APPROVAL OF MINUTES

**Minutes Approval: Regular Board of Mayor and Aldermen Meeting September 10, 2019
Special Called Meeting October 3, 2019**

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

FINANCIAL REPORT/PAYMENT OF BILLS

The financial report was presented. Alderman Smith 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

Zach Styer, 134 Alexander Dr

Mr. Styer expressed concerns about a large tree that is located at the edge of his property (corner of Blalack & Alexander). He presented pictures to the Board of Mayor and Aldermen. He would like the tree to be cut. He believes this tree belongs to the Town of Brighton according to old plats and codes. Mr. Briles, Brighton Public Works Director, and Mr. Braden, Poplar Grove Utility, inspected the property. Mr. Braden suggested a survey to be performed in order to know for sure. Mr. Armstrong with Eckel & Associates stated they should look for the codes (setbacks) when that subdivision was drafted. The Mayor asked who would be responsible for a survey if it came to that. Mr. Armstrong replied that he would need to get back with her on that but his initial assumption would be that the proof is on the proponent. Mayor Crocker is also going to contact Southwest Electric to see if they will cut the tree due to a power line issue.

DEPARTMENTAL REPORTS

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

Police Department: Mr. Mike Durham, Brighton Police Chief, presented the monthly status report (see attached report).

Chief Durham introduced Jason Allen as the new Brighton Middle School Resource Officer.

The 2013 Dodge Charger is at Homer Skelton Dodge Dealership in Millington getting an estimate.

Chief Durham acknowledged SRO Darrell Specht as Officer of the Year. He was presented a plaque for his accomplishment.

They will be repairing some walls at the Police Department that may have mold. The price may run about \$300.00. They will be doing the repairs themselves.

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

Dale Smith Pump Station Emergency Purchase

They discussed the cost of repairing Dale Smith Pump Station. Mr. Briles stated the estimate given by B.A.M.2, Inc. is not the best fix for the sewer station but it is the cheapest. Mr. Foreman, Brighton Public Works, added that it will include new parts...turbines, bearings and shafts. Alderman Greer asked if the project completed a couple of years ago is the same project today? Mr. Briles replied that it wasn't. Last time, the motor was rebuilt. Mr. Braden spoke with Mr. Ken King, Town Engineer, about the issue. Mr. King stated that the prime pump station within a system is considered a treatment facility. Treatment facilities rank high for grant/loan options. However since you have current State grant/loans now, the Town will have to wrap those up before you can get funded again. That will take approximately 2-3 years. Mayor Crocker asked Mr. Braden his recommendation. Mr. Braden said currently the Town has no other option. **Alderman Chapman-Washam made a motion to approve the Emergency Purchase of the turbines. Alderman Greer seconded the motion. All approved. Motion carried.**

Danny with B.A.M.2 came in late to the meeting. Alderman Greer asked if this was going to fix our problem. Danny replied that it was going to fix your pump again but not your problem. After talking with his sales manager and the company president, he believes a screen needs to be added to catch the influent before it hits the pump station. This is going to be more extensive and require an engineer. He is thinking a vertical screen would be our best option. Alderman Greer asked what cleans the screen. He said it would self-clean and dump into a dumpster. Beyond that, it would be mechanical and maintenance. Alderman Greer asked for a ballpark figure. Danny said it's hard to say but with labor he's thinking anywhere between \$150,000.00 to \$300,000.00. Danny said last year they were looking at other pumps but the existing pumps had lasted 30 to 40 years without this problem. So they added the grinder pumps at the high school pump station and cleaned the septic tanks at the schools thinking that would solve the issue. He don't understand why the Town is still taking on so much trash. Alderman Greer asked if it was primarily wet wipes. Danny said yes and a lot of them. Even the "flushable" wipes are causing the issues. Alderman Greer asked if the Town would be responsible for hiring the engineer. Danny said yes. Alderman Greer asked what the Town should do to get this process going. Mr. Braden said typically the funding agencies require a plan with alternates. You will need to prove that your plan is better than your alternates. This can be developed at any time by your engineer. Per the Board's verbal approval, Mr. Braden will contact Mr. King, Town Engineer, about starting this process.

Paving Estimates

The estimates include School Street and the paving needing to be completed due to the Pipe Replacement Project. The Pipe Replacement repairs would be only be the ones created by Brighton Public Works. The Pipe Replacement Project paving will be funded from the Water & Sewer Fund. The School Street paving will be funded from the General Fund. **Alderman Hall made a motion to approve both ASPAC estimates. Alderman Chapman-Washam seconded the motion. All approved. Motion carried.**

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.) **Update 07/11/17: RESOLVED**
2. Have all large water meters tested, calibrated, repaired, changed out, etc. Update: Purchase order has been issued for the 14 large meters. **Update 07/11/17: RESOLVED**

3. Set up a methodical water meter change out program instead of changing out all small water meters. **Update 07/11/17: RESOLVED**
4. Stop using private lab for quarterly wastewater sample and use Munford's lab. **Update 07/11/17: RESOLVED**
5. Get Johnny Payne certified in Distribution, Collection and Backflow Prevention **Update 07/11/17: RESOLVED**
6. Evaluate the number of employees needed in the field. **Update 07/11/17: RESOLVED**
7. Direct employees to stock the shelves with materials needed for day to day operations and for repair purposes. **Update 07/11/17: 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. **Update 07/11/17: 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) **Update 07/11/17: RESOLVED**
10. Institute a chain of command and make every employee aware of it. **Update 07/11/17: RESOLVED**
11. Consider changing out the meters that have 1.0 million gallons usage. **Update 12/08/15:** Two or three of these meters will be pulled for testing. One of the 55 meters with over 1.5 million gallons has been replaced. This testing will determine whether these meters need to be changed out at this time. **Update 02/09/16:** Since the meter change out to automated meters is so close, I would recommend that the meters with 1.0 million gallons usage on them not be changed out at this time. **Update 05/10/16:** State Revolving Fund Loan has been approved. Mayor Crocker has more information. **Update 06/14/16:** The grant amount has increased by 80%. The payback amount is approximately \$80,000.00. KEC is revising the Cost Estimate. 5 year to 20 year payback. **Update 08/09/16:** The State Revolving Fund Loan is requesting the Adopted Ordinance authorizing the increase in rates so that they can proceed. The Ordinance is being voted on tonight. **Update 10/11/16:** Tammy has sent the Ordinance to the State Revolving Fund Loan. We are awaiting further instructions from SRFL in order to proceed. **Update 12/13/16:** SRFL is requesting two resolutions be adopted tonight in order to move this project forward. One resolution to authorize KEC to proceed with plans and specifications for the project and the other resolution authorizing the execution of applications and agreements. **Update 01/10/17:** SRFL is now reviewing the Plans and Specifications. **Update 02/14/17:** The SRFL's committee will be meeting in early March to approve and sign grant agreements. The Town should receive the signed contract and authorization to proceed shortly after that, hopefully by the second week in March. **Update 04/11/17:** Contracts are signed and projects are out for bid. **Update 05/09/17:** The SRFL did not like the wording in the Advertisement for Bids although they had preapproved it. Because of that, the bids must be rejected and the project rebid. Rebid date May 26, 2017. **Update 06/13/17:** New bids were received on May 26th with National Waterworks (Badger Meter) being the low bidder at \$282,216.30 which is slightly under budget. You will be voting tonight on a resolution authorizing the Mayor to sign a contract with the low bidder. That contract will then go to the SRFL in Nashville for their approval. We can expect an approval letter from the SRFL by the end of the month. The telemetry portion of this project was bid on June 9th with only one bidder, KEC, knowing that this would be unacceptable to the SRFL and the Town's Board, has set a new bid date of June 30th. Two additional contractors have obligated themselves to bid this project bringing the total number of bidders up to three which should be acceptable to everyone. **Update 07/11/17:** The Town is awaiting the approval of the SRFL for the AMR bid package. The resolution for the awarding of the telemetry contract will be presented tonight for the Board's consideration. **Update 08/08/17:** SRFL approval has been granted, supply contract has been signed with Badger Meter and meters will be delivered within 60 days. The telemetry contract is scheduled to be signed with Industrial Controls and Electrical on August 15th.

Update 09/12/17: Industrial Controls and Electrical has begun the telemetry installation at the tank site. They anticipate completion by mid-October. **Update 10/10/17:** One half of the meters have been delivered. The meter installation process should begin by November 1st. Industrial Controls and Electricals' installation of the telemetry stands at 75% complete. **Update 11/14/17:** SRFL personnel will be conducting an inspection on Thursday the 16th. **Update 12/12/17:** The meter change out process has begun with approximately 100 meters changed out to date. At this pace, the process should be completed in 12-14 months as originally planned. **Update 01/09/18:** 204 meters have been changed out, keeping us on track to meet the deadline. **Update 02/13/18:** 426 meters have been changed out. We're still on track to complete on time. **Update 03/13/18:** 456 meters have been changed out. Still on track to complete on time. **Update 04/10/18:** 627 meters have been changed out. We are still on track to complete on time. **Update 05/08/18:** 695 meters have been changed out. We are still on track to complete on time. **Update 06/12/18:** As of June 7th, 831 meters have been changed out. We are still on track to complete on time. **Update 07/09/18:** 870 meters have been changed out. We are still on track to complete on time. **Update 08/14/18:** As of August 13th, 950 meters have been changed out, keeping us on track to complete on time. For the first time, the Town was able to read some meters using the automated, drive by system in July 2018. This reading was very successful. **Update 09/11/18:** As of September 10th, 951 meters have been changed out. **Update 10/09/18:** As of October 5th, 1034 meters have been changed out putting us at approximately 80% complete. At this pace, the project should be completed sometime in January which is ahead of schedule. **Update 11/13/18:** As of 11/08/18, 1066 meters have been changed out keeping us on track to complete on time. **Update 12/11/18:** 1,135 meters have been changed out, leaving 83 to be changed. On track to complete on time. **Update 01/08/19:** As of 01/07/19, 1,178 meters have been changed out, leaving 83 to be changed. On track to complete on time. **Update 02/12/19:** As of 02/11/2019, 1,209 meters have been changed out, leaving 287 to change. Johnathon and I have spoken about the importance of completing the change out asap. **Update 03/12/19:** As of 03/08/2019, 1231 meters have been changed out, leaving 265 to change. **Update 04/09/19:** As of 04/08/2019, 1295 meters have been changed out, leaving 201 to change. **Update 05/14/19** – As of 05/10/2019, 1348 meters have been changed out leaving 148 to be changed. **Update 06/11/19** – As of 06/11/2019, 1375 meters have been changed out leaving 121 to be changed. **Update 07/09/19** – As of 07/05/2019, 1405 meters have been changed out leaving 91 to be changed. **Update 08/13/19** – As of 08/12/19, 1461 meters have been changed out leaving 35 to be changed. **Update 09/10/19** – As of 09/06/19, the meter change-out project is completed with all 1,496 meters have been changed. Johnathon is in the process of setting up the final inspection with Jerry Igiozee at the State Revolving Loan Fund. **Update 10/08/19** – As of 10/07/2019, Johnathon is still waiting on the State Revolving Fund Loan Program personnel to conduct the final inspection so that we can close out the project.

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. **Update 07/11/17: RESOLVED**
14. Johnny has started organizing all water and sewer records in an orderly fashion. **Update 07/11/17: RESOLVED**
15. All deficiencies noted in the last Water System Sanitary Survey have been addressed and corrected. **Update 07/11/17:** TDEC conducted a Sanitary Survey on May 19th, 2017 with the Town receiving a score of 97%. **Update 03/12/19:** TDEC conducted a Sanitary Survey on February 21, 2019 with the

Town receiving a score of 96%. Johnathon and I have discussed the issues that need to be resolved and Johnathon is putting together a plan to resolve them. **Update 04/09/19:** Johnathon has either resolved or put together a plan to resolve all issues noted in the Sanitary Survey. Mr. Hoffman at TDEC has received this plan by email and is satisfied with it.

16. Johnny and I have started working on updating the Sampling Plan to bring it into compliance with EPA's new Coliform Monitoring Rule. **Update 07/11/17: 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. **Update 08/08/17: RESOLVED**
18. Apparently both pressure reducing valves at the master meter are not operating properly from time to time. **Update 07/17/17: 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. The Resolution is being voted on tonight. **Update 10/11/16:** The SRFL has changed its financing deal with the Town by offering 20% grant and 80% financed at 0.26% for 20 years. This equates to approximately \$140,000.00 in grant. King Engineering, Johnny and I have reviewed the originally proposed route for the new water mains and determined that these routes are impractical because of their utilities in the area. New routes have been determined and seem feasible according to the area evaluation however, the final field work required during the design process may require acquisition of private easements because AT&T did not locate their cables as requested. We do believe that most if not all of their cables are aerial and therefore, will not present a problem. **Update 11/08/16:** King Engineering has begun the field work for the preparations of the Plans and Specification. A resolution to hire KEC for this project is to be considered at tonight's meeting. **Update 01/10/17:** King Engineering has completed the field work. The Plans and Specifications are being developed now which has led to some questions. King Engineering will be soon presenting these questions to the Town. **Update 05/09/17:** Plans and Specifications have been sent to TDEC for their approval. Easement acquisition is underway with 8 of the 14 easements signed, 5 awaiting signatures and 1 may be unnecessary. **Update 06/13/17:** 10 of the 13 easements are secured. Attempts are still being made to secure the 3 remaining easements. **Update 02/13/18:** We were able to eliminate the need for 2 of the 3 remaining easements. The 3rd easement is still required and has been secured. We are attempting to have the project out for bid no later than mid-March. **Update 03/13/18:** We are still waiting for TDEC approval of Plans & Specifications. **Update 04/10/18:** At tonight's meeting, Mr. Braden had a copy of the letter from TDEC approving the Plans & Specifications. The ad advertising for bids will be in this Thursday's paper. **Update 05/08/18:** Bids for the project were received on April 27th with DozerTrax USA being the low bidder at \$456,964.90 which is \$99,845.10 below budget (including contingency). I've spoken with Johnny about identifying additional areas where AC pipe replacement is necessary if indeed funds are remaining at the end of the project. **Update 06/12/18:** The contract will be awarded to Dozertrax on Thursday, June 14th, at 2:00pm. At Town Hall. The Notice to Proceed will be issued at that time. **Update 07/09/18:** The contractor has installed approximately 2,200' of 8" main and 2 fire hydrants. According to KEC, the project is on schedule to complete on time. **Update 08/14/18:** As of August 13th, the contractor has installed approximately 3,900 of 8" water main, 4 fire hydrants and 3 live tap connections. According to KEC, the contractor is on schedule. There is approximately \$100,000.00 remaining in project funds which will allow for up to 900' of additional A/C pipe replacement. It appears that the best, additional places for pipe replacement are E. Woodlawn to Main Street and E. Kenwood, almost to the R.R. tracks. **Update 09/11/18:** As of September 10th, the pressure testing of the 3,900' of main installed revealed several fitting leaks that are currently being repaired (tightened more). It appears that these repairs will be made and the pressure testing completed this week. Once the pressure testing is complete, the contractor will begin installing the customer services on this new main. Also, the

additional 900' of pipe change order will require several easements along Woodlawn and Kenwood. KEC is currently preparing these easements. I anticipate that we will be contacting the property owners next week. **Update 10/09/18:** The 6 easements have been presented to the 5 property owners with positive feedback from each property owner. Four owners have agreed to grant the Town the easements and one owner is still considering. I am to follow up with her later this week. **Update 11/13/18:** Of the 6 easements needed for the change order, 4 have been signed and I anticipate the other 2 being granted soon. Approximately, 700 feet of 8" water main and 1 fire hydrant has been installed on Woodlawn Avenue. **Update 12/11/18:** 5 of the 6 easements have been acquired. The Bailey easement is the only one outstanding however, since it is the most eastwardly easement on Kenwood, it is not actually required for the change order to be completed. As of 12/10/2018, we are awaiting word from CDP on how to proceed in the change order process. The initial contract is about 61% complete according to KEC. The contractor is currently connecting the new services along Old Hwy 51 and killing the old services. Once this is completed, the contractor will kill the old main along Old Hwy 51. **Update 01/08/19:** Currently the project stands at 70.15% complete according to King Engineering Consulting. The contractor is working on East Woodlawn preparing for the interconnect so that the pressure testing, connecting the new services and killing the old services can be done. Concerning Change Order #1, TDEC approved plans have been received, the change order has been signed by the contractor and Davina with CDP is working on the budget revision. **Update 02/12/19:** Currently, the project stands at 76% complete. The contractor has been conducting the pressure test on East Woodlawn. Five services on Old 51 still need to be removed from the old water main and connected to the new along with the water main that feeds Gladman. Major progress has been hampered by the rainy weather conditions. **Update 03/12/19:** Currently the project stands at 81% complete. The contractor has connected all services to the new water main on Woodlawn from the old water plant to Old 51. The only remaining connections on Old 51 are the main at Gladman and the service at Uncle Sam's. The rainy weather continues to hinder progress. **Update 04/09/19:** Currently the project stands at 77% complete overall. (The original contract before Change Order #1, stands at 83% complete.) An underground storage tank containing what is thought to be kerosene was hit in front of the Police Department. An environmental specialist (Mr. Dave Schmidt) has been to the site. Mr. Schmidt has been in contact with Ken King and Mr. Eckel to develop a plan to contain the tank and contents. The weather has improved somewhat but still continues to be a hindrance to progress. **Update 05/14/19** – As of 04/30/2019, the project stands at 82.2% complete overall. (The original contract before Change Order #1 stands at 88.1% complete). We are still waiting on word concerning the fuel tank in front of the PD. All new services have been installed and it appears that the main on Gladman has been located so that interconnect can be completed. The killing of old mains, removing of old fire hydrants, dressing up and asphaltting should begin soon. **Update 06/11/19:** As of 06/07/2019, the project stands at 88% complete overall. (The original contract before Change Order #1 stands at 91% complete.) The Town is still waiting on word from TDEC concerning the underground storage tank in front of the Police Department. Several unknown interconnects (S. Poplar & Woodlawn in 2 places) have been discovered that require the Town's personnel to excavate and determine where these interconnects are so that they can be moved over to the newly installed mains. This work will take place starting this week. **Update 07/09/19** – As of 07/08/19, not much has changed since last month's update with the exception of some dress up work has been done and concrete pads have been poured around some of the valves. **Update 08/13/19:** As of 08/10/19, nothing has changed since last month's update. We are still waiting on the State to tell us what to do on the fuel tank in front of the Police Department. Soil samples have been collected near the tank. Once these samples are tested, we'll know what the State will require. If there is no soil contamination, the project can resume as normal. However if the soil is contaminated, that soil will have to be removed and replaced with clean soil before the project may resume. **Update 10/08/2019** – As of 10/07/2019, a new route has been established to install the water main around the

buried fuel tank in front of the Police Department. The contractor has been onsite, making sure that all utilities are located, and all necessary material are delivered. Weather permitting, I anticipate that the contractor will begin the installation later this week.

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

Update 07/11/17: RESOLVED

21. The Town is required by TDEC regulation to have its elevated water tanks inspected every 5 years by a qualified person. **Update 07/11/17: 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. **Update 10/10/17: 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. **Update 10/10/17: 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. **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. **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 Marshall 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 bid 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.

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**

Storm Water Fee Ordinance

Mr. Braden suggested that when the Town sets the fee that they not only take into consideration the loans that need to be paid back but to set it a little higher to pay for future projects around Town.

Automated Meter Reading Profile

Mr. Foreman asked if we do a profile on a customer and it verifies excessive usage by the customer can we charge them for doing the profile? This is comparable to doing a reread on the old meters. The Board of Mayor and Aldermen approved to treat this as a reread and charge accordingly.

Alderman Greer asked BPW to fix the light bulb on the sign. Mr. Foreman said he would get it fixed tomorrow.

Alderman Greer reminded BPW that the orange fencing at his house needs to be repaired.

PARKS AND RECREATION REPORT

Mayor Crocker discussed the basketball contract. It is essentially the same contract used for the baseball league except the terms are the first of October through the end of March and the contact person is now Lauren Thompson. Mayor Crocker recused herself. Vice Mayor Chapman-Washam will be signing the contract. They will receive electric bills for the gymnasium. Mr. Armstrong said to get a copy of the 501C3 for the Town's records. **Alderman Hall made a motion to allow the contract as written.**

Seconded by Alderman Greer but he has questions. Amendments were discussed. Water & sewer will be removed from utilities and gas will be added. All approved. Motion carried.

PLANNING COMMISSION REPORT

None

MAYOR AND ALDERMEN REPORTS

None

OLD BUSINESS

Resolution #10082019-01 was presented to the Board of Mayor and Aldermen. The resolution passed at a Special Called Meeting on October 3, 2019 was for a 7 year term. The Board had requested a 10 year term at a previous Board Meeting. This resolution was corrected to a 10 year term. **Alderwoman Chapman-Washam made a motion to approve Resolution No. 10082019-01 authorizing the issuance of interest bearing general obligation capital outlay notes, series 2019, in an amount not to exceed \$125,000.00. Seconded by Alderman Hall. All approved. Motion carried.**

Alderman Greer made a motion that the Town of Brighton will reimburse Tipton County Public Works for the materials, labor and equipment used for the repairs to West Oaklawn/Marshall Road. The total not to exceed \$60,000.00. Seconded by Alderman Hall. All approved. Motion carried.

Resolution No. 10082019-03 was presented to the Board of Mayor & Aldermen. A resolution tentatively approving contract award of Storm Water System Restoration, Phase One, 2019 Imminent Threat Grant. The Base Bid Less Deductive Alternate No. One is \$280,373.00. **Alderwoman Chapman-Washam made a motion to approve Resolution No. 10082019-03 as presented. All approved. Motion carried.**

NEW BUSINESS

The Board of Mayor and Aldermen requested for a “No Heavy Trucks” or “No Heavy Equipment” sign to be added to Woodlawn Plantation Subdivision.

Alderman Greer asked about a franchise tax. Ms. McKinney, Town Recorder, stated that the Town already receives franchise tax from a couple of large companies.

Alderman Greer also questioned a tax to homeowners who rent their homes. He believes a neighboring municipality collects this tax. Alderman Hall said it’s an extra tax added to your property tax if the home is rented. Ms. McKinney said she would call and inquire about it.

ADJOURNMENT

Alderman Hall made a motion to adjourn the meeting. The motion was seconded by Alderman Greer. All approved. Motion carried. The meeting adjourned at 9:00pm.

Sarah Crocker, Mayor

Tammy McKinney, Town Recorder