



TOWN OF BRIGHTON

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

BOARD OF MAYOR AND ALDERMEN MEETING

November 12, 2019

7:00 PM

CALL TO ORDER, PLEDGE OF ALLEGIANCE & INVOCATION

The meeting was called to order by Mayor Sarah Crocker at 7:00p.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
Mike Durham, Brighton Police Chief
Jeremy Armstrong, Eckel & Associates
Corey Gatlin, Brighton Fire Department

Guests: Gus Smith, 147 Phillips Dr., Brighton, TN; Kristen Wanser, 254 Woodshire, Brighton, TN; Bethany Webster Grant; David Copeland, 4110 Brighton Clopton Rd, Brighton, TN; Demarius Coleman-Everett, 169 Woodlawn Trace, Brighton, TN

APPROVAL OF MINUTES

Minutes Approval: Special Called Meeting September 3, 2019

Regular Board of Mayor and Aldermen Meeting October 8, 2019

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

ACKNOWLEDGEMENT OF GUESTS

Kristen Wanser, 254 Woodshire, Brighton, TN

Ms. Wanser was here to get an update on the drainage issue which affects her property. Mr. Braden replied. He stated that the Town Engineer, Ken King, has spoken to a couple of contractors and he has determined that the pipe that is causing the issue to her property will need to be rerouted since it sets so close to her foundation. The current pipe would be filled and abandoned.

Bethany Webster Grant,

She works for a merchant processing company based out of Cordova, TN. She will be creating a proposal for the Town in hopes to lower the convenience fee that is being passed on to the constituents. She also said the Town would not have to pay an annual fee to have this service.

David Copeland,

Mr. Copeland is the County Commissioner for District 9. He wanted to give a shout out to the Brighton Fire Department. He recently attended a meeting concerning the new Tipton County Fire Department. It was mentioned that the Brighton Fire Department did not miss any fire calls.

Due to the holiday season, there will be no Community Awareness Meetings from November through January. He asked the Town post this information on their website.

DEPARTMENTAL REPORTS

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

There was a discussion about the new Tipton County Fire Department. The first location is going to be in the Drummonds/Quito area. They will have 3 full time employees and 6 part time employees on the initial hire.

Mayor Crocker asked when they would be doing the Volunteer Fireman class. They would try to do one good class annually. There is no set date for a class. However, they are finding it more difficult to find individuals that meet the criteria that want to do it anymore.

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

There is a new Reserve Officer. Her name is Lydia Hubbard. Mayor Crocker asked Chief Durham is there a certain amount he likes to keep? Do they have to be certified already? Chief Durham said it is basically a volunteer position. They will have to go through 8 hours of training. They like to keep at least one reserve on the department in case they ever need to send someone to the Academy. Anyone can complete an application. We will just write RESERVE on the top.

A new crossing guard has been hired. Her name is Angela Hambick.

The State requires that we annually qualify for firearms. It takes 8 hours to qualify. This may reflect in the department overtime.

Sergeant Max and SRO Officer Specht had to travel to Nashville to get recertified in "Tibers and Ties". That may also reflect in department overtime.

He would like to thank the Brighton Public Works Department for welding their radar trailer after it was vandalized.

Sergeant Max and Zorro participated in a K9 demonstration at Brighton High School.

They have an old Crown Vic that runs good. They are going to fix it up for a spare crossing guard car.

Officer Allen, the BMS School Resource Officer, has decided to leave the Town of Brighton and pursue his career with the Tipton County Sheriff's Department. They will be looking for his replacement.

Chief Durham requested them to approve the purchase of the 2020 Ford Police Interceptor Utility in the amount of \$42,246.00. The first annual payment will be \$11,609.96. Chief Durham said this annual payment includes the lights and the cage. \$7,000.00 of this payment has already been appropriated from the General Fund. The remaining \$4,609.96 will be paid from the Drug Fund. **Alderman Chapman-Washam made a motion to approve the appropriation of the Drug Fund Capital Outlay in the amount of \$4609.96. Alderman Hall seconded the motion. All approved. Motion passed.**

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

Pipe Replacement

The pipe replacement project has been completed. They are waiting on Mike Rose to complete a punch list. A copy of the list was provided to the Board of Mayor and Aldermen.

Alderman Greer mentioned the Utility Board Training that he recently attended. He strongly suggested that the Aldermen go on the Comptroller's website and view their online classes. It was very helpful information.

Alderman Greer asked if we have a final cost of the West Oaklawn/Marshall Road Project. Ms. McKinney, Town Recorder, said she would email that information to the Aldermen tomorrow. There was a discussion about the potential guardrails. Mayor Crocker asked our Town Attorney to confirm if there are any laws pertaining to the addition of guardrails. Mr. Armstrong said he would get back to her with that information.

Alderman Greer mentioned the signs at Town Hall and the Police Department. It was initially brought up back in May. Mr. Briles, Public Works Director, said he will start looking for another sign company since he hasn't had any luck with the current company. The Public Works Department is borrowing a bucket truck from the City of Munford to install the Christmas decorations. During that time, they will repair the Brighton Police Department sign.

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.

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. **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. **Update 11/12/2019** – As of 11/04/2019, the project is “Substantially Complete”. KEC has developed a punch list consisting of 7 small mainly clean up items that the contractor needs to address to complete the project. Johnathon and I will be happy to provide this list to the Mayor and Aldermen. Please let us know if there are any other items that need addressing.

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 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.

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**

Alderman Greer asked Mr. Braden if item #19 included the property owners signing off that they are satisfied with the restoration of their yards. He said he didn't know. However, for him to get final payment the punch list needs to be completed and the property owners need to sign off concerning their property. Alderman Hall asked about the very tall fire hydrant on Old Hwy 51. Mr. Braden said he would make sure it was added to the punch list.

Alderman Greer asked for an update on the Jackie Reese drainage issue on Kenwood Ave from several months back. Mr. Braden said it was his understanding that the last time Kenwood was paved they didn't stop at the edge of the gutter. They instead paved over the concrete in the gutter which raised up the street. Mr. Braden will talk with Ken King, Town Engineer, to see there is a possible resolution to the issue without causing more damage to the street and/or drain.

PARKS AND RECREATION REPORT

There will an employee Thanksgiving dinner on November 22nd at noon at Town Hall. Corey Gatlin and Aubrey Foreman will be smoking a turkey and cooking the ham.

Christmas Parade will be December 2nd at 7:00pm. There will be a reception afterwards for all employees and Board Members.

PLANNING COMMISSION REPORT

None

MAYOR AND ALDERMEN REPORTS

Alderman Smith asked for an update on the tree issue from last month's meeting. Mayor Crocker said Southwest told her if the tree fell it would not affect any important electrical lines so they would not cut it. The Town Attorney said he did a little research and he tracked the old deeds where W.E. Blalack originally subdivided that area. He is trying to find out what the rights of way were at that time. Alderman Greer questioned that shouldn't it be on him and his legal counsel to find out who the tree belongs to. The Town Attorney agreed.

Alderman Smith asked for an update on Jack Baker's issue concerning the bridge and his property. Mr. Briles spoke to Shannon Reed. The bridge in question belonged to the County at one time. Then, the Town annexed it. He is trying to figure out the right of way so he doesn't add rock to a private property.

Alderman Hall asked who controls how the traffic flows at Brighton Elementary School. Chief Durham said Brighton Elementary is in charge of how the traffic flows through their parking lot.

Alderman Greer discussed getting IPADs or tablets for each Board Member. After speaking with other municipalities, it has shown to be more cost efficient.

OLD BUSINESS

None

NEW BUSINESS

Resolution #11122019 was presented to the Board of Mayor and Aldermen. This is a resolution to establish capitalization thresholds for financial reporting purposes as required by governmental accounting standards board statement 34 – *Basic Financial Statements – And Management’s Discussion and Analysis – For State and Local Governments*. **Alderman Greer made a motion to approve Resolution #11122019 as presented. Alderman Hall seconded the motion. All approved. Motion carried.**

The Report on Debt Obligation Form for the Tennessee Municipal Bond Fund Loan that we recently closed was presented to the Mayor and Board of Aldermen.

An ordinance to amend the budget due to the newly added Storm Water Fund was presented to the Mayor and Board of Aldermen. **A motion was made by Alderman Hall to approve the First Reading of the ordinance. Alderwoman Chapman-Washam seconded the motion. All approved. Motion carried.**

ADJOURNMENT

Alderwoman Chapman-Washam made a motion to adjourn the meeting. The motion was seconded by Alderman Hall. All approved. Motion carried. The meeting adjourned at 8.39pm.

Sarah Crocker, Mayor

Tammy McKinney, Town Recorder