



# TOWN OF BRIGHTON

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

## BOARD OF MAYOR AND ALDERMEN MEETING

December 14, 2021

7:00 PM

### CALL TO ORDER

The meeting was called to order by Mayor Chapman-Washam at 7:02pm.

**Mayor Chapman Washam announced that our Charter is currently under review. There is a discrepancy between MTAS and our attorney regarding if we have enough for a quorum when two Board members are absent. Therefore, tonight we will not be voting on anything. We will just hear from our citizens and departmental reports.**

### ROLL CALL

#### Present

Stephanie Chapman-Washam, Mayor  
Eunice Foster, Alderman  
Shane Greer, Alderman

#### Absent

David Boone, Alderman  
Melissa Sartain, Vice Mayor

#### **Others Attending:**

Tammy McKinney, Town Recorder  
Johnathon Briles, Public Works Director  
Blaine Max, Brighton Police Lieutenant  
Grayson Huggins, Brighton Police Department  
Aubrey Foreman, Brighton Public Works  
Ricky Russell, Brighton Fire Chief  
Brad Fowler, Brighton Fire Department  
Mike Durham, Brighton Police Chief  
Corey Gatlin, Brighton Code Enforcer  
Rikki Herbert and Shelby Combs, Eckel and Associates

**Guests:** Ann Blackmon, 164 Shady Lane, Brighton, TN; Kristin Gardner, 347 Miss Helen Circle, Brighton, TN; Larrick Johnson, 92 Bloomington, Brighton, TN; Dan and Jeri Taylor, 251 Portersville Rd, Brighton, TN; Alice Wakefield, 33 Huffman Drive, Brighton.. TN

## **CITIZEN CONCERNS**

### **Mr. Larrick Johnson**

Mr. Johnson expressed concerns about putting up “Brighton State Champion” sign on the Highway. He would like to design the sign and provide funding. He would like for the Town to offer a space for the sign.

### **Dan and Jeri Taylor,**

Mrs. Taylor expressed concerns about property on Portersville Road.

### **Ms. Alice Wakefield**

#### **86 Huffman Drive**

Mr. Wakefield expressed concerns about 86 Huffman Drive. There was water main break on that property the week before Thanksgiving. In October, she ordered gravel from Inman and paid to have it spread. The water main break flooded the property and washed away the gravel she had paid for. Brighton Public Works brought a different kind of gravel and the yard still has ruts in it. She would like the yard to be replaced as it was before the water main break. Director Briles stated he was waiting for the weather to get better.

### **8547 & 8549 Highway 51 South**

Mr. Wakefield expressed concerns about septic issues for these properties. Mr. Foreman, Brighton Public Works, replied. There was a brief discussion concerning her issue.

## **DEPARTMENTAL REPORTS**

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

Fire hydrant inspections are completed.

They are finalizing the grant for the air packs.

Alderman Greer asked what a “good intent” call meant. Chief Russell replied that’s when someone calls in and thought they saw smoke but it was a false alarm.

Alderman Foster asked all departments to let the Board know of any safety precautions, equipment, etc that they need in order to keep their department within code.

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

Chief Durham stated they have three officers out. One of those being light duty.

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

Alderman Foster asked why his department didn't have signs that say SLOW/STOP when they work on the roads. Director Briles said he has ordered new ones but they are currently on back order.

Alderman Foster asked "what is the capacity of our sewer system?" Director Briles replied that he would have to get back with him. This was followed with a brief discussion.

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 30<sup>th</sup> 2017. David Braden was verbally given approval to begin this plan.  
**RESOLVED**
18. Apparently both pressure reducing valves at the master meter are not operating properly from time to time.  
**RESOLVED**
19. The State Revolving Fund Loan has approved the Town for funding to replace the old asbestos cement pipe. This loan will be for \$698,400.00, paid back over 20 years at an interest rate of 0.19%. They are requesting a resolution from the Town to authorize them to undertake the rate study.  
**RESOLVED**
20. The Town's Water Supply Contract with Poplar Grove Utility District will expire in October 2017.  
**RESOLVED**
21. The Town is required by TDEC regulation to have its elevated water tanks inspected every 5 years by a qualified person.  
**RESOLVED**
22. The Town's Water & Sewer System is under an order from the State's Water and Wastewater Financing Board to improve its financial standing.  
**RESOLVED**
23. The Tipton County School System has requested to connect to the Town's sewer system. In order to do this, some improvements to the Town's existing sewer system are required.  
**RESOLVED**
24. The Town has recently experienced problems with the High School and Dale Smith Pump Stations.  
**RESOLVED**
25. Mr. Chlarson has evaluated the drainage problems in Town and is compiling a list. Mr. Ronnie Neill is prepared to assist the Town in the creation of a Storm Water Utility to fund the needed repairs.  
**RESOLVED (PHASES 1 & 2 Completed)**  
**Update 06/08/21:** Community Development Partners and KEC are working to finalize the paperwork for the next round of grants. There doesn't appear to be any reason that this grant application won't be submitted on time.  
**Update 11/09/21:** Last week, I spoke to Ms. Mattie Cushman concerning the grant application. Because the State's staff is also dealing with the American Rescue Plan funding, announcements concerning grants have been delayed. However, they should be making grant awards soon.  
**Update 12/14/21:** Last week, I spoke with Ms. Mattie Cushman concerning the grant application. Because the State's staff is also dealing with the American Rescue Plan funding, announcements concerning grants have been delayed. However, they should be making grant awards soon.
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 30<sup>th</sup>, 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 2<sup>nd</sup>, 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**

Mr. Evan Johnsey with Alexander, Thompson & Arnold will be providing the Water System Expenses shortly so that the AWWA Water Audit can be finalized for the FY 2021 Audit.

**Building / Code Enforcement:** Mr. Gatlin, Code Enforcer, presented the monthly status report (see attached report).

Mr. Gatlin wanted to let the Board know that his classes has started.

### **Parks Department**

#### **Basketball**

Basketball will begin on Saturday. There's about 80-85 players ranging from 5 – 18.

#### **Planning Commission**

None.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

None

### **FROM THE BOARD OF MAYOR AND ALDERMEN**

Mayor Chapman Washam stated she has witnessed some children entering and exiting the 2 story building (Old Brighton High). She mentioned it so that Public Works would know to secure the building.

Alderman Greer asked about the two hours of overtime for Fire Lieutenant Moore which was the same day as our previous month's Board Meeting. Fire Chief Russell responded that he was on duty that night and Lieutenant Moore could respond to a call if he received one.

**ADJOURNMENT**

The meeting was over at 8:00pm.

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**Stephanie Chapman-Washam, Mayor**

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**Tammy McKinney, CMFO**