

Town of Alexandria

Minutes for Meeting

July 25, 2023

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on July 25, 2023 at 7:00 P.M. The meeting was held in the conference room at the Alexandria Town Hall – DeKalb County, Tennessee.

The council members in attendance were: Lynne Dickerson, Curtis Rutter, and Donnie Bearden. Quorum established. Mayor Russell Bradshaw and Attorney Vester Parsley were also present. The meeting commenced with a prayer led by Attorney Parsley and the Pledge of Allegiance.

Mayor Bradshaw introduced Officer Travis Bryant as the appointee to the position of Chief of Police. Discussion was held. Alderman Curtis Rutter made a motion to appoint Officer Bryant to the role of Chief of Police. Alderman Donnie Bearden seconded the motion. Motion passed unopposed. Attorney Vester Parsley swore in Chief Travis Bryant.

Mayor Bradshaw requested that the minutes from June 27, 2023 meeting be reviewed. Alderman Rutter made a motion to accept the minutes for June 27, 2023 as presented. Motion seconded by Alderman Bearden. Motion passed unopposed.

Mayor Bradshaw noted there was no Resident Input or Customer Hearings.

DEPARTMENT MONTHLY REPORTS

Police Report was presented by Chief Bryant; see attachment A.

Street Report; see attachment B.

Fire Report; none.

Water/Sewer Report was presented by Mr. Rich Potter. Mr. Potter stated that he has contacted a new laboratory, Waypoint Analytical, to run some of the required testing at the sewer plant. This change will be a cost saving and also render some of the sewer plant's equipment as obsolete. Basin Two (2) repair has been delayed due to weather. They are hoping to complete the repair within the next few days. Lift Station needs the line with the most recently repaired motor to be rodded out. The motor is currently struggling but the repair is still under warranty. The plants digester is full of sludge and is in need of its contents to be hauled off. It will take six to seven loads to empty.

Financial Report; see attachment C. Mrs. Elizabeth Tetlow reminded the Board that there is income and expenses for June still unposted to the financials. She also stated that the delinquent tax file had been sent to the State of Tennessee for inclusion in the printing of the 2023 property tax bills.

Engineer Report was presented by Mr. Jerry Warren. ARP TDEC has opened the competitive grant phase for the remaining monies. The project that falls within the requirements and being submitted for review is the sewer collection line relocation in Hickman Creek. Water and Wastewater Authority of Wilson County (WWAWC) is also applying to the competitive grant for a regionally expanded emergency water connection system and is asking for a letter of support. Alderman Bearden made a motion to support WWAWC in their application and implementation of a regional emergency water connection system. Alderman Rutter seconded the motion. Motion passed unopposed.

Mr. Warren went over a few possible ramp ideas for the side door of the Senior Center and a hydrant meter for the TDOT project.

Attorney Report was presented by Attorney Vester Parsley; nothing new to report.

Mayor Report was presented by Mayor Bradshaw. Mayor Bradshaw presented the fundraiser request for Constable Mark Milam. Alderman Rutter made a motion that the Town send Constable Milam one hundred (\$100.00) dollars. Alderman Bearden seconded the motion. Motion passed unopposed.

UNFINISHED BUSINESS

Resolution No. 20230725 – Adopting a Public Input Policy was read. Alderman Rutter made a motion to approve Resolution No. 20230725 as presented. Motion was seconded by Alderman Bearden. Motion passed unopposed.

NEW BUSINESS

Alderman Bearden made a motion to adjourn. Alderman Rutter seconded the motion. Motion passed unopposed.

MAYOR _____

ATTESTED _____

RECORDER _____

Attachment A

Alexandria Police Department



Monthly Activity Report

June 23, 2023 to July 25, 2023

- Calls: 55
- Citations: 29
- Arrests: 4
- Patrol Miles Driven: 1735
- Business Door Check:
- Church Door Checks:
- Overdose Calls: 3 (Fentanyl Related/ Narcan Deployed)
- New Business:

Attachment B



**Town of Alexandria
Street Department**



**Monthly Street Report
June 23, 2023 - July 21, 2023**

| | | | | |
|---------------------------|-----------|--------------------|--------------|-----------------|
| <u>Ace Hardware</u> | | | | |
| | 7/19/2023 | Trimmer Head | \$43.97 | \$43.97 |
| <u>Watertown Hardware</u> | | | | |
| | 7/12/2023 | GFCI/Paint rollers | \$514.97 | \$48.47 |
| <u>Fleet Card</u> | | | | |
| | 6/30/2023 | Truck gas | \$56.70 | |
| | 7/7/2023 | | \$47.71 | |
| | 7/14/2023 | | \$33.36 | |
| | 7/20/2023 | | \$28.48 | \$166.25 |
| | 6/28/2023 | Tractor | \$19.55 | |
| | 6/28/2023 | Mower | \$25.33 | |
| | 7/7/2023 | | \$17.56 | |
| | 7/14/2023 | | \$26.57 | |
| | 7/20/2023 | | \$34.49 | \$123.50 |
| | | | Total | \$382.19 |

Town of Alexandria - Water Sewer Fund
 Profit Loss Budget vs. Actual
 July 2022 through June 2023

| | Jul '22 - Jun 23 | Budget |
|---------------------------------------|------------------|------------|
| Ordinary Income/Expense | | |
| Income | | |
| Sewer Revenues | 212,304.78 | 210,677.00 |
| Water Revenues | 707,519.09 | 700,000.00 |
| Total Income | 919,823.87 | 910,677.00 |
| Gross Profit | 919,823.87 | 910,677.00 |
| Expense | | |
| Bad Debts | 2,993.06 | 4,700.00 |
| Sewer Department | | |
| 52211 Sewer Collection (Lines) | 6,300.00 | 5,495.00 |
| 52212 Sewer Lift Stations | 48,797.46 | 35,000.00 |
| 52213 Sewer Treatment & Dispos | 75,768.07 | 87,105.00 |
| 52214 Laboratory and Testing | 8,018.33 | 8,000.00 |
| 52216 Customers' Account & Coll | 5,905.99 | 6,554.00 |
| 52217 Administration & General | 13,981.57 | 14,167.00 |
| 52220 Depreciation | 90,519.00 | 90,519.00 |
| 569 Other State Fees and Charge | 533.76 | 0.00 |
| Total Sewer Department | 249,824.18 | 246,840.00 |
| Water Department | | |
| 52111 Source of Supply | 238,879.78 | 210,000.00 |
| 52112 Power and Pumping | 26,855.71 | 23,650.00 |
| 52114 Transmission and Distribu | 132,658.05 | 153,120.00 |
| 52116 Customers' Acct & Collect | 25,254.72 | 27,065.00 |
| 52117 Administration & General | 24,023.85 | 11,913.00 |
| 52120 Depreciation | 68,522.00 | 68,522.00 |
| Total Water Department | 516,194.11 | 494,270.00 |
| Total Expense | 769,011.35 | 745,810.00 |
| Net Ordinary Income | 150,812.52 | 164,867.00 |
| Other Income/Expense | | |
| Other Income | | |
| Other Income | | |
| 36190 Interest Earnings - Other | 2,358.25 | 300.00 |
| 37730 Other Non-Operating Reven | 23,957.70 | 0.00 |
| Total Other Income | 26,315.95 | 300.00 |
| Total Other Income | 26,315.95 | 300.00 |
| Other Expense | | |
| 52624 Interest on Bonds, Notes | 138.26 | 0.00 |
| 52629 Other Non-Operating Expen | | |
| 254 Architectural, Engineering, | 24,772.10 | 0.00 |
| 256 Consultant's Services | 16,950.00 | 0.00 |
| Total 52629 Other Non-Operating Expen | 41,722.10 | 0.00 |
| Total Other Expense | 41,860.36 | 0.00 |
| Net Other Income | -15,544.41 | 300.00 |
| Net Income | 135,268.11 | 165,167.00 |

Town of Alexandria
 Profit Loss Budget vs. Actual
 July 2022 through June 2023

| | Jul '22 - Jun 23 | Budget |
|--------------------------------------|------------------|------------|
| Ordinary Income/Expense | | |
| Income | | |
| Charges for Services | 590.40 | 0.00 |
| Fines, Forfeitures & Penalty | 19,235.41 | 19,000.00 |
| Intergovernmental Revenues | 207,665.31 | 228,130.00 |
| Licenses and Permits | 680.00 | 900.00 |
| Local Taxes | 292,080.59 | 280,000.00 |
| Other Revenues | 12,512.72 | 12,000.00 |
| Total Income | 532,764.43 | 540,030.00 |
| Gross Profit | 532,764.43 | 540,030.00 |
| Expense | | |
| General Government | | |
| 41110 Legislative Board | 1,060.03 | 2,008.00 |
| 41210 City Court | 7,158.17 | 7,905.00 |
| 41310 Mayor | 2,733.46 | 4,085.00 |
| 41510 City Recorder | 655.63 | 1,600.00 |
| 41530 Accounting & Inter. Audit | 42,954.22 | 44,470.00 |
| 41550 Tax Collection and Admin | 6,912.83 | 8,015.00 |
| 41620 Town Attorney | 7,010.00 | 10,000.00 |
| 41700 Planning and Zoning | 312.47 | 2,150.00 |
| 41810 Town Hall Building/Ground | 16,215.04 | 23,425.00 |
| Total General Government | 85,011.85 | 103,658.00 |
| Health, Welfare, Culture & Rec | | |
| 44320 Senior Citizen Facilities | 5,605.67 | 7,590.00 |
| 44490 Other Recreation Faciliti | 2,484.00 | 2,500.00 |
| 44500 Spectator Recreation | 650.00 | 650.00 |
| 44610 Little League Activities | 460.09 | 470.00 |
| 44700 Parks | 659.12 | 700.00 |
| Total Health, Welfare, Culture & Rec | 9,858.88 | 11,910.00 |
| Public Safety | | |
| 42100 Police | 245,209.72 | 246,565.00 |
| 42140 Police Training | 2,720.88 | 6,000.00 |
| 42200 Fire Building and Code | 5,225.47 | 7,010.00 |
| 42220 Fire Fighting | 7,944.51 | 31,130.00 |
| 42240 Fire Training | 2,199.02 | 2,800.00 |
| 42300 Animal Control | 5.75 | 100.00 |
| 42600 Emergency Services | 30,356.79 | 30,800.00 |
| Total Public Safety | 293,662.14 | 324,405.00 |
| Public Works | | |
| 43100 Highways and Streets | 44,637.39 | 52,640.00 |
| 43160 Street Lighting | 12,076.33 | 13,000.00 |
| 49210 Capital Outlay Notes | 19,106.00 | 29,412.00 |
| 49410 Interest - Notes | 10,306.00 | |
| Total Public Works | 86,125.72 | 95,052.00 |
| Total Expense | 474,658.59 | 535,025.00 |
| Net Ordinary Income | 58,105.84 | 5,005.00 |
| Other Income/Expense | | |
| Other Income | | |
| Donations from Private Sources | 1,832.45 | 0.00 |
| Total Other Income | 1,832.45 | 0.00 |
| Other Expense | | |
| Other Government Functions | 5,000.00 | 5,000.00 |
| Total Other Expense | 5,000.00 | 5,000.00 |
| Net Other Income | -3,167.55 | -5,000.00 |
| Net Income | 54,938.29 | 5.00 |