

Town of Alexandria

Minutes for Meeting November 26, 2019

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on November 26, 2019 at 7:00 P.M. The meeting was held in the conference room of Alexandria City Hall – DeKalb County, Tennessee.

The council members in attendance were: Lynne Dickerson, Charlie Fraser and Bridgette Rogers. Quorum established.

Attorney Vester Parsley and Mayor Bennett Armstrong were also present. The meeting commenced with a prayer from Attorney Parsley and the pledge of allegiance.

The meeting began with Mayor Armstrong requesting the minutes from the September 24, 2019 meeting be reviewed. Alderman Charlie Fraser made a motion to accept the minutes for September 24, 2019 as presented. Motion seconded by Alderman Lynne Dickerson. Motion passed unopposed.

Public Hearing – Second Reading of Ordinance 2019-2 Internal Controls Manual. Attorney Vester Parsley completed the reading. Mayor Armstrong opened the floor for citizen's comments. There were no comments from the attending citizens. Alderman Fraser made a motion to accept Ordinance 2019-2 Internal Controls. Motion was seconded by Alderman Dickerson. Motion passed unopposed.

Mayor Armstrong opened the floor for comments from the citizens.

Mrs. Betty Agee addressed the board concerning a water leak she had from 9/11 – 10/15. The insurance is paying on the water leak. The customer is concerned as to where the water went. Mr. Brian Grisham found the water leak in her yard when he was reading the meters. Discussion was held concerning the Water and Sewer Rates, how they are metered, and where the water goes during a leak.

DEPARTMENT MONTHLY REPORTS

Sewer & Water Report – No one in attendance.

Police report was presented by Chief Chris Russell; see attachment A. Motion was made by Alderman Fraser to accept the Police report. Alderman Rogers seconded the motion. Motion passed unopposed.

Fire report was presented by Mayor Armstrong; see attachment B. Discussion was held concerning the additional fire truck being kept in the back lot of City Hall. Discussion tabled pending more information from Chief Partridge. Motion was made by Alderman Fraser to accept the fire report as presented. Alderman Dickerson seconded the motion. Motion passed unopposed.

Streets report was presented by Mayor Armstrong; see attachment C. Total spent was four hundred dollars and seventy-seven cents (\$400.77). Alderman Fraser

made a motion to accept the report as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

Financial report was presented by Mrs. Elizabeth Tetlow, CMFO. Mrs. Tetlow went over the Water and Sewer Fund; see attachment D. She reminded the Board that the Budget Report does not include payments on principle and interest. Audit review is currently in process; John Poole will submit the Audit to the State in December. He is waiting for the AWWA report from the Water Department. Alderman Rogers made a motion to accept the financial report as presented. Motion seconded by Alderman Fraser. Motion passed unopposed.

Engineer Report was presented by Jerry Warren, Town Engineer. Mr. Warren presented a Sewer Planning Grant to assist with the I&I issues with the collection system via a Community Development Block Grant through the Tennessee Department of Economic and Community Development, the application is due February 28, 2020. Mr. Warren presented Ms. Dawn Kupferer of Kwill Consulting to review the process and requirements of applying for the grant. Public Input Meeting was scheduled for January 7th, 2020 at 5:00 pm. Alderman Fraser made a motion to pursue the Community Development Block Grant. Motion seconded by Alderman Dickerson. Motion passed unopposed.

Mr. Warren, Mayor Armstrong, and Rich Potter met with Aquarobics concerning the sewer plant. Mr. Potter will be testing the inflow to see what the difference was between the inflow and outflow to see what the plant is actually doing during the process of treating the sewage. Alderman Fraser made a motion to accept the engineer report as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

Attorney report was presented by Attorney Vester Parsley. Attorney Parsley stated that there is no current or pending litigation against the town and that he had worked on the sewer ordinance with Mrs. Tetlow this month. Alderman Fraser made a motion to accept the attorney report as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

Mayor's report was presented by Mayor Armstrong. He would like the Alderman to consider ranking the town roads for repaving. Discussion tabled until the Aldermen gather more information.

OLD BUSINESS

Christmas Parade is set for December 15, 2019, at 2pm.

NEW BUSINESS

Resolution 20191126 – Tennessee Downtowns Program Grant. The Resolution authorizes the DeKalb County Chamber of Commerce to pursue the Grant. The resolution was read by Attorney Parsley. Alderman Fraser made a motion to pass the resolution as presented. Alderman Dickerson seconded the motion. Motion passed unopposed.

Alderman Fraser made a motion to adjourn. Alderman Rogers seconded the motion. Motion passed.

MAYOR_____

ATTESTED_____

RECORDER_____

Attachment A

Alexandria Police Department



Monthly Activity Report

October 22, 2019 to November 25, 2019

Calls: 63

Citations: 53

Arrests: 4

Patrol Miles Driven: 2854

Business Door Check: 152

Church Door Checks: 29

New Business:

Attachment B



ALEXANDRIA FIRE DEPARTMENT

102 HIGH STREET, P.O. BOX 277
ALEXANDRIA, TN 37012

MONTHLY ACTIVITY REPORT

October 23 to November 26, 2019

- *Calls answered, Emergency and Service:* **7 Calls.**
5 calls in city limits, 19 responders
- *Average responders per call* **2.5 Per call**
- *No missed calls in this period.*
- *Twelve members total, three need to attend Basic Firefighting.*



*Town of Alexandria
Street Department*



**Monthly Street Report
October 22, 2019 - November 26, 2019**

Hardware of Watertown

10-24-19 Drill Bits \$ 14.98

Alexandria Auto Parts

11-15-19 Trailer Lights \$ 23.28

TSC

11-22-19 Safety Equipment \$ 134.92

Fleet Card

10-24-19	Mower	\$ 23.34	
10-25-19	Truck gas	\$ 29.64	
10-31-19	Truck gas	\$ 33.36	
11-05-19	Truck gas	\$ 27.18	
11-12-19	Truck gas	\$ 29.56	
11-18-19	Truck gas	\$ 27.94	
11-21-19	Truck gas	\$ 32.99	
			\$ 204.01
10-22-19	Tractor gas	\$ 13.58	
11-18-19	Tractor gas	\$ 10.00	
			<u>\$ 23.58</u>
Total			\$ 400.77

Attachment D

5:40 PM
11/26/19
Accrual Basis

Town of Alexandria - Water & Sewer Fund
Profit & Loss Budget vs. Actual
July through October 2019

	Jul - Oct 19	Budget
Ordinary Income/Expense		
Income		
Income		
Bad Debt Payments	34.00	
Connection Fee/Service Charge	403.00	
Non-Payment Fee	6,450.00	
Sewer Income		
Sewer Penalty	1,027.43	
Sewer Income - Other	59,773.36	64,504.64
Total Sewer Income	60,800.79	64,504.64
Water Income		
Water Penalty	3,605.40	
Water Surcharge	375.60	
Water Tap Income	80.00	
Water Temporary Turnon	50.00	
Water Income - Other	203,359.29	227,131.28
Total Water Income	207,470.29	227,131.28
Total Income	275,158.08	291,635.92
Tap Fees		
Sewer	9,000.00	6,000.00
Water	7,500.00	5,000.00
Total Tap Fees	16,500.00	11,000.00
Total Income	291,658.08	302,635.92
Gross Profit	291,658.08	302,635.92
Expense		
Bad Debts	52.84	0.00
Booster Station	1,090.40	
Equipment Purchase	3,871.00	12,000.00
Sewer Department		
Advertising	62.50	90.00
Contracted Services	14,400.00	14,500.00
Insurance	8,696.00	8,696.00
Office Expense	0.00	200.00
Professional Fees	1,113.48	1,500.00
Repair and Maintenance		
Parts	489.13	2,727.28
Services	4,581.89	1,200.00
Total Repair and Maintenance	5,071.02	3,927.28
Salaries	3,534.83	4,590.00
Supplies	3,977.51	5,340.00
Testing	1,328.64	3,000.00
Utilities	9,561.86	11,900.00
Total Sewer Department	47,745.84	53,743.28
Tap Install Fees		
Sewer Tap	4,000.00	
Water Tap	4,000.00	
Total Tap Install Fees	8,000.00	
Water Department		
Advertising	0.00	90.00
Contracted Services	20,000.00	20,000.00
Dues	1,319.50	500.00
Insurance	6,216.00	6,216.00
Office Expense	168.87	560.00
Postage	1,099.59	1,340.00
Professional Fees	328.84	200.00
Purchased Water	69,283.87	103,737.36
Rent	0.00	120.00
Repair and Maintenance		
Parts	1,237.76	15,680.00
Services	7,150.00	18,336.00
Total Repair and Maintenance	8,387.76	34,016.00
Telephone - Telemetry	108.12	216.66
Testing	405.00	709.00
Utilities	7,090.55	9,672.00
Water Salaries	3,534.84	4,590.00
Total Water Department	117,942.94	181,967.02
Water Meters	900.00	
Total Expense	179,603.02	247,710.30
Net Ordinary Income	112,055.06	54,925.62
Other Income/Expense		
Other Income		
Interest Income	71.98	0.00
Total Other Income	71.98	0.00
Net Other Income	71.98	0.00
Net Income	112,127.04	54,925.62