

Town of Alexandria

Minutes for Meeting June 23, 2020

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on June 23, 2020 at 7:00 P.M. The meeting was held via online platform Alexandria – DeKalb County, Tennessee.

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

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

“On March 20, 2020, Governor Bill Lee signed Executive Order No. 16 (“the Order”), which suspends the requirements of the Tennessee Open Meetings Act (“TOMA”) to the extent necessary to allow any governing body subject to the requirements of TOMA to meet and conduct essential business by electronic means if the body determines meeting electronically is necessary to protect the health, safety, and welfare of Tennesseans in light of the COVID-19 pandemic. Based on the on the above order the Mayor and Board of Aldermen have determined that holding this special meeting electronically is necessary to protect public health, safety, and welfare in light of the coronavirus.”

Mrs. Elizabeth Tetlow, CMFO reminded everyone that the meetings will return to in person as required by the Governor on June 30th.

Mayor Armstrong requested the minutes from the May 26, 2020 meeting be reviewed. Alderman Lloyd Dyer made a motion to accept the minutes for May 26, 2020 meeting as presented. Motion seconded by Alderman Charlie Fraser. Motion passed unopposed.

Mayor Armstrong opened the floor to Citizens. No one in attendance.

Public Hearing commenced for the Second Reading of the following ordinances. One unidentified individual was in attendance.

Second reading of Ordinance No. 2019-4 2019-2020 Budget Amendment was held. Alderman Dyer made a motion to accept Ordinance No. 2019-4 2019-2020 Budget Amendment as presented. Alderman Fraser seconded the motion. Mayor Armstrong called for a roll-call vote.

Dyer–Aye
Dickerson–Aye
Fraser–Aye
Motion passed.

Second reading of Ordinance No. 2019-5 Litigation Fee was held. Alderman Fraser made a motion to accept Ordinance No. 2019-5 Litigation Fee as presented. Alderman Lynne Dickerson seconded the motion. Mayor Armstrong called for a roll-call vote.

Dyer–Aye
Dickerson–Aye
Fraser–Aye
Motion passed.

Second reading of Ordinance No. 2019-6 Water and Sewer Rates was held. Alderman Dyer made a motion to accept Ordinance No. 2019-6 Water and Sewer Rates as presented. Alderman Dickerson seconded the motion. Mayor Armstrong called for a roll-call vote.

Dyer–Aye
Dickerson–Aye
Fraser–Aye
Motion passed.

Second reading of Ordinance No. 2019-7 2020-2021 Budget was held. Alderman Dyer made a motion to accept Ordinance No. 2019-7 2020-2021 Budget as presented. Alderman Fraser seconded the motion. Mayor Armstrong called for a roll-call vote.

Dyer–Aye
Dickerson–Aye
Fraser–Aye
Motion passed.

DEPARTMENT MONTHLY REPORTS

Water/Sewer – Rye Engineering has completed the Leak Detection on the water lines. They found eight (8) leaks. Mr. Brian Grisham has completed three (3) repairs.

Police report - attachment A

Fire report – attachment B

Streets report - attachment C

Financial report – attachment D

Engineer Report - Mr. Jerry Warren went over the August 14th, 2020 bid process for the sewer testing in Hickman Creek. He is still working on the TDOT expansion of Rt. 70. Edgewood Industrial Drive Culvert will have some survey work completed this week with bids and pricing the next step.

Attorney report – Attorney Parsley stated that he processed the delinquent tax files. Now that the County Annex has reopened he will be working on the abandoned properties.

OLD BUSINESS

Chamber of Commerce Park Grant was discussed. The Town did not receive the Three Star Downtown Grant but Suzanne Williams at the Chamber of Commerce is working with the Park Committee on new playground equipment for the City Park on Industrial.

NEW BUSINESS

Old Timers Day – Mayor Armstrong spoke to Judy Sandlin about partnering with the Fair Board to hold the 2020 Old Timers Day. They are looking to have something later in October if possible.

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

MAYOR_____

ATTESTED_____

RECORDER_____

Alexandria Police Department



Monthly Activity Report

May 26, 2020 to June 22, 2020

Calls: 51

Citations: 29

Arrests: 1

Patrol Miles Driven: 2891

Business Door Check: 217

Church Door Checks: 35

New Business:



ALEXANDRIA FIRE DEPARTMENT

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

MONTHLY ACTIVITY REPORT

May 27 to June 23, 2020

- **Calls answered, Emergency and Service:** **8 Calls.**
4 calls in city limits
- 15 Current Members
- Ford Explorer sent for repair, transmission will not have to be replaced.
Maintenance and repairs estimated \$600-\$700.
- Personal Protective Equipment received from state and federal sources for Covid response. No cost.
- Contacted Wilson County for return of retired fire engine being stored behind City Hall.



**Monthly Street Report
May 26, 2020 – June 23, 2020**

Alexandria Auto Parts

04-14-20 Mower Tire repair \$ 24.00

Co-Op

06-11-20 Cornerstone Spray \$ 53.99

Fleet Card

05-29-20	Truck gas	\$ 33.38	
06-09-20	Truck gas	\$ 15.95	
06-12-20	Truck gas	\$ 22.98	
06-19-20	Truck gas	\$ 30.02	
05-21-20	Tractor gas	\$ 11.93	
06-18-20	Tractor gas	\$ 10.00	
06-01-20	Mower	\$ 18.85	
06-04-20	Mower	\$ 19.64	
06-08-20	Mower	\$ 20.26	
06-11-20	Mower	\$ 19.94	
06-22-20	Mower	\$ 19.33	
			<u>\$ 222.28</u>
Total			\$ 300.27

4:15 PM	Town of Alexandria - Water & Sewer Fund	
06/23/20	Profit & Loss Budget vs. Actual	
Accrual Basis	July 2019 through June 2020	

	Jul '19 - Jun 20	Budget
Ordinary Income/Expense		
Income		
Income		
Bad Debt Payments	294.85	
Sewer Income	177,520.51	193,514.00
Water Income	<u>626,088.39</u>	<u>681,394.00</u>
Total Income	803,903.75	874,908.00
Tap Fees		
Sewer	15,000.00	15,000.00
Water	<u>16,500.00</u>	<u>12,500.00</u>
Total Tap Fees	31,500.00	27,500.00
Total Income	<u>835,403.75</u>	<u>902,408.00</u>
Gross Profit	835,403.75	902,408.00
Expense		
Bad Debts	7,978.24	0.00
Equipment Purchase	3,871.00	12,000.00
Sewer Department		
Advertising	112.50	90.00
Audit	817.00	817.00
Contracted Services	43,125.00	43,500.00
Dues	125.00	3,600.00
Insurance	8,696.00	8,696.00
Office Expense	629.53	600.00
Professional Fees	1,914.14	5,500.00
Repair and Maintenanc...	11,541.72	14,000.00
Salaries	11,597.09	13,770.00
Supplies	5,715.64	16,000.00
Testing	5,878.64	9,000.00
Utilities	<u>29,216.52</u>	<u>35,700.00</u>
Total Sewer Department	119,368.78	151,273.00
Tap Install Fees		
Sewer Tap	10,000.00	
Water Tap	<u>12,000.00</u>	
Total Tap Install Fees	22,000.00	

4:15 PM
06/23/20
Accrual Basis

Town of Alexandria - Water & Sewer Fund
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun 20	Budget
Water Department		
Advertising	0.00	90.00
Audit	1,633.00	1,633.00
Contracted Services	55,000.00	60,000.00
Dues	1,444.50	500.00
Insurance	6,216.00	6,216.00
Office Expense	1,829.87	1,600.00
Postage	3,310.96	4,000.00
Professional Fees	539.33	600.00
Purchased Water	243,261.65	311,212.00
Rent	108.99	120.00
Repair and Maintenanc...	37,780.87	102,000.00
Telephone - Telemetry	594.66	650.00
Testing	2,325.87	2,125.00
Utilities	24,620.78	29,000.00
Water Salaries	11,597.15	13,770.00
Total Water Department	390,263.63	533,516.00
Water Meters	5,892.00	
Total Expense	549,373.65	696,789.00
Net Ordinary Income	286,030.10	205,619.00
Other Income/Expense		
Other Income		
Grants	10,450.00	
Interest Income	241.36	0.00
Other Income	598.24	
Total Other Income	11,289.60	0.00
Other Expense		
ECD Planning	11,000.00	
Total Other Expense	11,000.00	
Net Other Income	289.60	0.00
Net Income	286,319.70	205,619.00

1:18 PM
06/23/20
Accrual Basis

Town of Alexandria
Profit & Loss Budget vs. Actual
July 2019 through June 2020

	Jul '19 - Jun 20	Budget
Ordinary Income/Expense		
Income		
Property Taxes		
Int & Pen on Property Taxes	1,119.90	0.00
Current Year Property Taxes	91,651.00	90,000.00
Ad Valorem	17,326.00	16,000.00
Prior Year Property Taxes	6,881.80	5,000.00
Total Property Taxes	116,978.70	111,000.00
Citations	37,535.22	45,000.00
Intergovernmental Revenues		
State beer tax	452.51	484.00
City Income Tax	0.00	1,291.00
Grants	4,884.05	5,000.00
Local Sales Tax - County	83,829.54	89,001.00
State Excise Tax	7,319.62	7,000.00
State gasoline & fuel tax	33,266.70	35,000.00
State Sales Tax	79,983.13	88,000.00
Telecommunication- State	5,958.47	6,000.00
TVA in Lieu of Tax	11,881.24	11,440.00
Total Intergovernmental Revenues	227,575.26	243,216.00
Other Revenues	2,631.50	2,530.00
Rent and Lease Payments	5,025.00	3,300.00
Supplement salary-Police	2,400.00	0.00
Taxes		
Cable TV Franchise Fee	7,758.44	10,300.00
Wholesale Beer Tax	41,654.26	43,000.00
Total Taxes	49,412.70	53,300.00
Total Income	441,558.38	458,346.00
Gross Profit	441,558.38	458,346.00

	<u>Jul '19 - Jun 20</u>	<u>Budget</u>
Expense		
Fire Department	8,958.76	16,300.00
General Government	97,189.44	110,765.00
Police Department	216,213.90	223,950.00
Senior Citizens	4,399.89	6,010.00
Streets Dept.	62,924.34	69,960.00
Total Expense	<u>389,686.33</u>	<u>426,985.00</u>
Net Ordinary Income	51,872.05	31,361.00
Other Income/Expense		
Other Income	<u>1.14</u>	<u>0.00</u>
Net Other Income	<u>1.14</u>	<u>0.00</u>
Net Income	<u><u>51,873.19</u></u>	<u><u>31,361.00</u></u>