

Town of Alexandria

Minutes for Meeting

June 28, 2022

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on June 28, 2022 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: Lloyd Dyer, Lynne Dickerson, Rusty Bradshaw, and Beth Tripp. Quorum established. Mayor Bennett Armstrong and Attorney Vester Parsley were also present. The meeting commenced with the Pledge and a prayer led by Attorney Parsley.

Mayor Bennett Armstrong requested that the minutes from the May 24, 2022 meeting be reviewed. Alderman Lloyd Dyer made a motion to accept the minutes for May 24, 2022 as presented. Motion seconded by Alderman Beth Tripp. Motion passed unopposed.

Second reading was held of Ordinance 2021-2 Amendment to Budget for Fiscal Year 2021 – 2022 was held. Public meeting was opened by Mayor Armstrong. No comments were made. Mayor Armstrong closed the public meeting. Alderman Tripp made a motion to accept Ordinance 2021-2 as presented. Motion seconded by Alderman Dyer. Motion passed unopposed.

Second reading of Ordinance 2021-3 Water and Sewer Rates was held. Public meeting was opened by Mayor Armstrong. No comments were made. Mayor Armstrong closed the public meeting. Alderman Lynn Dickerson made a motion to accept Ordinance 2021-3 as presented. Motion seconded by Alderman Rusty Bradshaw. Motion passed unopposed.

Second reading of Ordinance 2021-4 Budget for Fiscal Year 2022 - 2023 was held. Public meeting was opened by Mayor Armstrong. No comments were made. Mayor Armstrong closed the public meeting. Alderman Tripp made a motion to accept Ordinance 2021-4 as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

Mayor Armstrong opened the floor for citizen's comments.

Susan Holmes addressed the Board praising the first responders.

DEPARTMENT MONTHLY REPORTS

Police Report was presented by Police Chief Chris Russell; see attachment A.

Chief Russell requested that the speed be reduced to 20 miles per hour on Poplar Street due to requests from the residents. Alderman Tripp made a motion to reduce the speed on Poplar Street to 20 miles per hour. Alderman Dyer seconded the motion. Motion passed unopposed.

Street Report was presented by Mayor Armstrong; see attachment B.

Fire Report was presented by Chief Brian Partridge; see attachment C. Chief Partridge announced he will be stepping down from the Fire Chief position. He asked the Board to promote Assistant Chief John Partridge to Fire Chief. Alderman Dyer made a motion to appoint John Partridge to Fire Chief. Alderman Rusty Bradshaw seconded the motion. Motion passed unopposed.

Water/Sewer Report was presented by Mr. Rich Potter, The Town has had a few leaks due to the construction on Hwy 70. The contractor is only crimping the old lines when installing a new service. Multiple other small water leaks were identified and repaired this month. Blower two is down, Mr. Potter believes it is a bearing that will need to be replaced.

Financial Report was presented by Mrs. Tetlow, CMFO; see attachment D. Water and Sewer Fund report does not include depreciation. Mrs. Tetlow also addressed Legislative changes that impact the Town. Mrs. Tetlow then presented the Debt Report for DWF 2021-234 and SRF 2021-456 as required by TCA section 9-21-134.

Engineer Report – No report

Attorney Report was presented by Vester Parsley. Attorney Parsley went over the opioid settlement. The amount that Alexandria should be receiving is approximately \$69.00 It is expected to be paid out by the end of September. Attorney Parsley then presented the Water and Sewer Operator Contracts.

Mayor Report was presented by Mayor Armstrong. Mayor Armstrong discussed owing and operating the cemetery.

NEW BUSINESS

Water Contract was discussed. Alderman Dyer made a motion to accept the water contract as presented. Motion seconded by Alderman Tripp.

Roll call vote.

Dyer – Aye
Dickerson – Aye
Bradshaw – Aye
Tripp – Aye
Motion passed.

Sewer Contract was discussed. Alderman Dyer made a motion to accept the sewer contract as presented. Motion seconded by Alderman Tripp.

Roll call vote.

Dyer – Aye
Dickerson – Aye
Bradshaw – Aye
Tripp – Aye
Motion passed.

Resolution 20220826 was read. Alderman Tripp made a motion to accept Resolution 20220826 as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

OLD BUSINESS

None

Alderman Tripp made a motion to adjourn. Alderman Dickerson seconded the motion. Motion passed unopposed.

MAYOR _____

ATTESTED _____

RECORDER _____

Alexandria Police Department



Monthly Activity Report

May 21, 2022 June 24, 2022

Calls: 54

Citations: 41

Arrests: 2

Patrol Miles Driven: 1523

Business Door Check: 111

Church Door Checks: 17

New Business:

1. Request from residents on Popular Street to reduce speed limit to 20 miles per hour

Attachment B



Town of Alexandria Street Department



Monthly Street Report May 24, 2022 - June 24, 2022

<u>Ronnie Parker Small Engine</u>			
	6/6/2022 Weedeater Head	\$ 25.00	\$ 25.00
<u>Co-Op</u>			
	6/14/2022 Cornerstone	\$ 140.00	\$ 140.00
<u>Alexandria Auto Parts</u>			
	6/2/2022 Tube for Lawn mower	\$ 21.00	
	6/3/2022 Tube	\$ 22.00	\$ 43.00
<u>Fleet Card</u>			
	5/17/2022 Truck gas	\$ 32.50	
	5/23/2022	\$ 51.99	
	5/26/2022	\$ 52.33	
	5/31/2022	\$ 57.94	
	6/2/2022	\$ 42.90	
	6/7/2022	\$ 53.06	
	6/10/2022	\$ 63.85	
	6/15/2022	\$ 63.59	\$ 418.16
	5/31/2022 Tractor	\$ 20.30	
	5/17/2022 Mower	\$ 44.24	
	5/26/2022	\$ 31.48	
	6/3/2022	\$ 45.70	
	6/6/2022	\$ 46.28	
	6/13/2022	\$ 50.23	
	6/20/2022	\$ 45.08	
			\$ 283.31
			<u>Total \$ 909.47</u>



MONTHLY ACTIVITY REPORT

May 25, 2022 to June 28, 2022

- Calls answered, Emergency and Service: **10 Calls.**
- 65 calls year-to-date.
- Received 8 sections on 1 ¾" attack hose from a grant received through the firefighters' association. **Total amount \$1,875**
- Grant written to Home Depot in Lebanon for assistance in purchasing a battery-powered chainsaw.
- Three members attended a quarterly swift water exercise with the county-wide task force.
- Dehumidifier installed with a drain in storage building on Industrial at water tower.
- MTAS was consulted for information in updating our fire codes.

6:33 PM
06/28/22
Accrual Basis

Town of Alexandria - Water & Sewer Fund
Profit & Loss
July 2021 through May 2022

	Jul '21 - May '22
Ordinary Income/Expense	
Income	
Income	
Bad Debt Payments	176.96
Sewer Income	176,253.32
Water Income	620,590.80
Total Income	797,051.08
Tap Fees	57,000.00
Total Income	854,051.08
Gross Profit	854,051.08
Expense	
Bad Debts	6,395.91
Sewer Department	128,649.17
Tap Install Fees	32,325.00
Water Department	323,486.39
Total Expense	490,856.47
Net Ordinary Income	363,194.61
Other Income/Expense	
Other Income	
Interest Income	396.16
Other Income	100.18
TDOT	
SR-26 Sewer	2,057.50
Total TDOT	2,057.50
Total Other Income	2,553.84
Other Expense	
Interest Expense	
Sewer Interest Expense	8.34
Water Interest Expense	2.25
Total Interest Expense	10.59
TDOT SR-26	
Sewer	1,482.50
Water	35,112.50
Total TDOT SR-26	36,595.00
Total Other Expense	36,605.59
Net Other Income	-34,051.75
Net Income	329,144.86

1:26 PM
06/22/22
Accrual Basis

Town of Alexandria
Profit & Loss Budget vs. Actual
July 2020 through June 2022

	Estimated			Budget
	Jul '21 - Jun 22	Awaiting	Total	
Ordinary Income/Expense				
Income	498,982.76	14,018.00	513,000.76	517,133.27
Gross Profit	498,982.76	14,018.00	513,000.76	517,133.27
Expense				
USDA Loan	26,961.00	2,451.00	29,412.00	29,412.00
Fire Department	8,144.29	3,900.00	12,044.29	16,300.00
General Government				
Capital Expenditure	10,000.00		10,000.00	10,000.00
Park and Recreation	0.00	250.00	250.00	250.00
Reimbursement - Mileage	231.53		231.53	600.00
Advertising	304.50	287.50	592.00	600.00
Animals/food or Euthanasia	0.00		0.00	100.00
Annual dues	1,026.86	193.00	1,219.86	1,400.00
Audit	2,650.00		2,650.00	2,650.00
Background Check	29.00		29.00	58.00
Building Maintenance	0.00	200.00	200.00	3,100.00
Christmas Bonuses	1,841.28		1,841.28	1,900.00
CMFO training & mileage	35.00		35.00	35.00
Council Meeting Stipend	1,625.00	150.00	1,775.00	1,800.00
Insurance and Surety Bond	27,948.40		27,948.40	28,000.00
Legal and Professional			0.00	
Attorney	8,760.00	1,000.00	9,760.00	0.00
Municipal Office Training	0.00		0.00	0.00
Legal and Professional - Other	3,590.70	1,000.00	4,590.70	16,000.00
Total Legal and Professional	12,350.70	2,000.00	14,350.70	16,000.00
Miscellaneous				
Christmas Parade	0.00		0.00	0.00
Bank Service Charge	0.00		0.00	0.00
Miscellaneous - Other	320.33	50.00	370.33	750.00
Total Miscellaneous	320.33	50.00	370.33	750.00
Office Supplies & Postage				
Equipment Lease	0.00			
Office Supplies & Postage - Other	2,887.68	316.00	3,203.68	4,000.00
Total Office Supplies & Postage	2,887.68	316.00	3,203.68	4,000.00
Repairs and Maintenance	2,409.66		2,409.66	1,500.00
Salaries	36,247.46	1,385.00	37,632.46	38,050.00
Utilities and Telephone				
Mayor Wireless	600.00		600.00	600.00
Seay Church/Ballfield	634.61	32.12	666.73	
Ball Park & Lions Club Water/Se	0.00		0.00	0.00
Utilities and Telephone - Other	12,321.62	470.60	12,792.22	14,000.00
Total Utilities and Telephone	13,556.23	502.72	14,058.95	14,600.00
Total General Government	113,463.63	5,334.22	118,797.85	125,393.00
Police Department				
Capital Expenditure	42,000.00		42,000.00	42,000.00
E-911	28,200.00		28,200.00	28,200.00
Gas	10,954.31	1,400.00	12,354.31	10,000.00
Materials, Equipment & Supplies	7,614.88	450.00	8,064.88	10,000.00
Miscellaneous	425.53	100.00	525.53	750.00
Police Department Wireless	2,649.97	246.27	2,896.24	2,500.00
Salaries			0.00	
Court Clerk	3,564.38	250.00	3,814.38	0.00
THSO/Salary Sup	77.72		77.72	0.00
Salaries - Other	163,163.94	5,400.00	168,563.94	178,000.00
Total Salaries	166,806.04	5,650.00	172,456.04	178,000.00
Training of Personnel	1,271.60		1,271.60	3,000.00
Vehicle Repairs & Maintenance	4,119.31		4,119.31	4,500.00
Total Police Department	264,041.64	7,846.27	271,887.91	278,950.00
Senior Citizens				
Miscellaneous	13.26	24.00	37.26	50.00
Repairs & Maintenance	0.00			1,000.00
Utilities				
Water/Sewer	612.92	55.72	668.64	0.00
Utilities - Other	4,449.68	74.09	4,523.77	5,030.00
Total Utilities	5,062.60	129.81	5,192.41	5,030.00
Total Senior Citizens	5,075.86	153.81	5,229.67	6,080.00

Streets Dept.				
Asphalt & Paving Materials	372.00		372.00	500.00
Capital Expenditure	32,100.00		32,100.00	32,100.00
Electric & Gas Utilities	11,295.40		11,295.40	12,000.00
Equipment Repairs	507.49	100.00	607.49	1,400.00
Gasoline	3,353.55	800.00	4,153.55	2,600.00
Materials & Supplies	1,829.85	140.00	1,969.85	2,000.00
Miscellaneous	0.00		0.00	150.00
Streets Dept. Salaries	38,281.51	1,200.00	39,481.51	44,050.00
Uniforms/Safety Equipment	31.98		31.98	200.00
Vehicle Repairs	386.15	100.00	486.15	1,500.00
Wireless	84.90	20.00	104.90	250.00
Total Streets Dept.	88,242.83	2,360.00	90,602.83	96,750.00
Total Expense	505,929.25	22,045.30	527,974.55	552,885.00
Net Ordinary Income	-6,946.49	-8,027.30	-14,973.79	-35,751.73
Other Income/Expense				
Other Income				
THSO-Grant	4,602.58		4,602.58	5,000.00
Interest	43.84		43.84	0.00
Christmas parade donations	545.00		545.00	0.00
Total Other Income	5,191.42		5,191.42	5,000.00
Other Expense				
Drug Fund Transfer	5,000.00		5,000.00	5,000.00
Donation Expense				
Christmas Parade	525.00		525.00	0.00
Total Donation Expense	525.00		525.00	0.00
THSO Grant Paid	4,532.31		4,532.31	
2021 Hickman Creek	109.73		109.73	
Total Other Expense	10,167.04		10,167.04	5,000.00
Net Other Income	-4,975.62		-4,975.62	0.00
Net Income	-11,922.11		-19,949.41	-35,751.73