

Town of Alexandria

Minutes for Meeting September 22, 2020

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on September 22, 2020 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 Rusty Bradshaw. Quorum established.

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

Mayor Armstrong requested that the minutes from the August 25, 2020 meeting be reviewed. Alderman Charlie Fraser made a motion to accept the minutes for August 25, 2020 as presented. Motion seconded by Alderman Lynn Dickerson. Motion passed unopposed.

Mayor Armstrong opened the floor for citizen's comments. Tara Gregory addressed the Board concerning the non-payment fee for Lauren Hall, 103 Poplar.

DEPARTMENT MONTHLY REPORTS

Sewer Report no one in attendance.

Water Report no one in attendance.

Police report was presented by Alderman Fraser; see attachment A.

Fire report was presented by Assistant Chief John Partridge; see attachment B.

Streets report was presented by Mayor Armstrong; see attachment C.

Financial Report was presented by Mrs. Elizabeth Tetlow, CMFO; see attachment D.

Engineering Report was differed until later in the agenda.

Attorney report was presented by Attorney Vester Parsley. Attorney Parsley did not have anything to report.

Mayor's report was presented by Mayor Armstrong. He will be focusing on the Cemetery and how other municipalities run those as a fund. He discussed making sure that the employees of the Town and the Board Members are recognized for all they do for the Town.

OLD BUSINESS

Jerry Warren, Engineer presented the bid tabulation for the Edgewood & Industrial Culvert repair. Based on the elevated cost on the bids received the Board requested alternatives to the presented specs. The Board has sixty (60) days from the bid opening to reject or accept a bid.

The Christmas Parade was discussed. The Board decided to have a nighttime parade starting at 5pm on December 12th, 2020. No candy to be thrown and the Board tabled the discussion on giveaways until next meeting.

Water Wastewater Finance Board Order was received and presented to the Board requiring the Town to send Water and Wastewater Fund financials twice a year beginning on March 1, 2021 to continue until the WWFB releases the Town from their oversight.

TDEC Letter – A letter was received on August 25, 2020 concerning the effluent from the DMR's as exceeding Permit levels. The letter was reviewed, Mr. Potter and Mr. Warren gathered the information and will be responding based on the financially distressed situation of the Sewer Fund and the requests from the State Revolving Fund.

Vestibule at Town Hall will open to in-person business on October 5, 2020 due to tax collections. We will close the vestibule at 4:00 pm for cleaning.

The distressed status and the inability to get insurance on the Old City Hall was discussed. Alderman Fraser made a motion to tear down Old City Hall. Alderman Dickerson seconded the motion. Mayor Armstrong called for a roll-call vote.

Dickerson – Aye

Fraser – Aye

Bradshaw – Aye

Motion passed

NEW BUSINESS

Fair Board will be having a Fall Fair at the Fairgrounds on October 31, 2020 at 9am with a Boo-Bash/Trunk-or-Treat 5-8pm.

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

MAYOR _____

ATTESTED _____

RECORDER _____

Attachment A

Alexandria Police Department



Monthly Activity Report

August 25, 2020 to September 21, 2020

Calls: 58

Citations: 19

Arrests: 1

Patrol Miles Driven: 2817

Business Door Check: 183

Church Door Checks: 24

New Business:



ALEXANDRIA FIRE DEPARTMENT

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

MONTHLY ACTIVITY REPORT

August 26 to September 22, 2020

- Calls answered, Emergency and Service: **12 Calls.**
 7 calls in city limits
- Two members left the department due to moving away.
- Current membership is 13, including 3 probationary members.
- Basic Firefighting class is currently underway, 3 members attending, all other members attending as a refresher.
- Currently seeking a ¾ ton or 1 ton pick-up truck with a utility bed through a grant or donation. MTEMC is not retiring any vehicles in the next 12 months.
- Grant received from Middle Tennessee Electric for \$1,850 through Alexandria Firefighters Association. Purchasing 4 new radios to replace old equipment.
- Fire Department’s Officers preparing for upcoming ISO audit on October 6th.



Town of Alexandria Street Department



Monthly Street Report August 25, 2020 – September 22, 2020

Alexandria Auto Parts

09-03-20	Oil Change	\$ 46.00	
09-04-20	Lawn mower tire	\$ 10.00	\$ 56.00

Fleet Card

08-29-20	Truck gas	\$ 40.53	
09-04-20	Truck gas	\$ 33.43	
09-14-20	Truck gas	\$ 32.50	
09-21-20	Truck gas	\$ 31.55	
08-26-20	Mower	\$ 19.92	
09-01-20	Mower	\$ 19.07	
09-08-20	Mower	\$ 20.51	
09-10-20	Mower	\$ 18.37	
09-16-20	Mower	\$ 21.01	<u>\$ 236.89</u>
Total			\$ 292.89

	Jul - Aug 20	Budget
Ordinary Income/Expense		
Income		
Property Taxes		
Int & Pen on Property Taxes	244.29	0.00
Ad Valorem		
In Lieu Of Tax	3,792.00	0.00
Total Ad Valorem	3,792.00	0.00
Prior Year Property Taxes		
Prior Yrs Prop Tax-Chancery	909.00	0.00
Prior Year Property Taxes - Other	125.00	250.00
Total Prior Year Property Taxes	1,034.00	250.00
Total Property Taxes	5,070.29	250.00
Citations		
Police Report Fee	5.00	0.00
Citations - Other	5,805.88	5,833.00
Total Citations	5,810.88	5,833.00
Intergovernmental Revenues		
City Income Tax	34.20	0.00
Local Sales Tax - County	9,384.51	7,000.00
State gasoline & fuel tax	3,183.05	2,700.00
State Sales Tax	8,112.51	6,800.00
Telecommunication- State	746.77	500.00
Total Intergovernmental Revenues	21,461.04	17,000.00
Other Revenues		
Miscellaneous Income	2,626.00	80.00
Total Other Revenues	2,626.00	80.00
Rent and Lease Payments		
Charter Rent	525.00	350.00
Seay Church	500.00	500.00
Total Rent and Lease Payments	1,025.00	850.00
Taxes		
Wholesale Beer Tax	4,867.19	3,416.00
Total Taxes	4,867.19	3,416.00
Total Income	40,860.40	27,429.00
Gross Profit	40,860.40	27,429.00
Expense		
Fire Department		
Equipment & Radios	665.97	450.00
Gas & Oil	84.73	160.00
Repairs & Maintenance	0.00	227.00
Supplies & Disposables	311.17	90.00
Training & Related	0.00	355.00
Total Fire Department	1,061.87	1,282.00
General Government		
Park and Recreation	0.00	250.00
Reimbursement - Mileage	25.30	26.10
Annual dues	814.86	827.86
CMFO training & mileage	0.00	373.70
Council Meeting Stipend	325.00	250.00
Insurance and Surety Bond	26,468.00	21,485.00
Legal and Professional		
Attorney	680.00	1,760.00
Municipal Office Training	13.72	
Legal and Professional - Other	150.00	180.00
Total Legal and Professional	843.72	1,940.00
Mayor Wireless	100.00	0.00
Miscellaneous	18.40	236.06
Office Supplies & Postage		
Equipment Lease	0.00	93.76
Office Supplies & Postage - Other	541.48	676.09
Total Office Supplies & Postage	541.48	769.85

	Jul - Aug 20	Budget
Repairs and Maintenance		
Seay Church Maintenance	0.00	80.00
Repairs and Maintenance - Other	70.00	92.99
Total Repairs and Maintenance	70.00	172.99
Salaries	5,354.95	4,675.88
Utilities and Telephone		
Ball Park & Lions Club Water/Se	118.37	48.54
Utilities and Telephone - Other	1,596.67	1,705.01
Total Utilities and Telephone	1,715.04	1,753.55
Total General Government	36,276.75	32,760.99
Police Department		
E-911	7,050.00	7,050.00
Gas	1,487.13	1,025.47
Materials, Equipment & Supplies	359.00	1,226.93
Miscellaneous	25.00	187.35
Police Department Wireless	127.20	121.52
Salaries	25,612.51	26,452.64
Training of Personnel	0.00	1,114.36
Vehicle Repairs & Maintenance	72.00	547.50
Total Police Department	34,732.84	37,725.77
Senior Citizens		
Repairs & Maintenance	0.00	64.37
Utilities		
Water/Sewer	111.44	100.60
Utilities - Other	552.56	607.12
Total Utilities	664.00	707.72
Total Senior Citizens	664.00	772.09
Streets Dept.		
Asphalt & Paving Materials	0.00	810.75
Electric & Gas Utilities	1,753.98	1,837.81
Equipment Repairs	401.99	46.93
Gasoline	540.51	353.77
Materials & Supplies	77.99	191.05
Miscellaneous	14.64	0.00
Streets Dept. Salaries	5,836.98	6,206.44
Wireless	34.30	4.75
Total Streets Dept.	8,660.39	9,451.50
Total Expense	81,395.85	81,992.35
Net Ordinary Income	-40,535.45	-54,563.35
Other Income/Expense		
Other Income		
Interest	0.02	0.38
Total Other Income	0.02	0.38
Other Expense		
Police Dept-Grant Paid	0.00	1,895.05
Total Other Expense	0.00	1,895.05
Net Other Income	0.02	-1,894.67
Net Income	-40,535.43	-56,458.02

Profit & Loss Budget vs. Actual

July through August 2020

	Jul - Aug 20	Budget
Ordinary Income/Expense		
Income		
Income		
Bad Debt Payments	17.00	0.00
Sewer Income		
Sewer Penalty	896.28	0.00
Sewer Income - Other	35,312.52	33,067.50
Total Sewer Income	36,208.80	33,067.50
Water Income		
Connection Fee/Service Charge	1,689.00	0.00
Non-Payment Fee	3,250.00	0.00
Water Penalty	2,879.22	0.00
Water Surcharge	187.80	0.00
Water Tap Income	40.00	0.00
Water Temporary Turnon	30.00	0.00
Water Income - Other	111,609.65	113,101.84
Total Water Income	119,685.67	113,101.84
Total Income	155,911.47	146,169.34
Tap Fees		
Sewer	3,000.00	3,000.00
Water	10,000.00	5,000.00
Total Tap Fees	13,000.00	8,000.00
Total Income	168,911.47	154,169.34
Gross Profit	168,911.47	154,169.34
Expense		
Bad Debts	163.47	0.00
Sewer Department		
Contracted Services	7,425.00	7,975.00
Depreciation	12,446.52	
Dues	0.00	3,600.00
Insurance	6,876.00	8,696.00
Interest	2,306.67	
Office Expense	100.18	0.00
Professional Fees	400.00	500.00
Repair and Maintenance		
Parts	1,194.26	1,000.00
Services	0.00	3,000.00
Total Repair and Maintenance	1,194.26	4,000.00
Salaries	1,763.54	2,295.00
Supplies	0.00	2,000.00
Testing	590.00	1,500.00
Utilities	4,355.17	5,950.00
Total Sewer Department	37,457.34	36,516.00
Tap Install Fees		
Sewer Tap	2,000.00	0.00
Water Tap	4,000.00	0.00
Total Tap Install Fees	6,000.00	0.00
Telephone		
Telemetry	54.06	
Total Telephone	54.06	
Water Department		
Contracted Services	18,000.00	10,000.00
Depreciation	13,368.39	
Dues	1,823.98	1,500.00
Insurance	4,145.00	6,216.00
Interest	1,669.34	
Office Expense	183.14	300.00
Postage	568.01	666.60
Professional Fees	127.50	600.00
Purchased Water	30,243.00	47,272.70
Repair and Maintenance		
Parts	618.78	7,833.30
Services	2,075.00	9,166.60
Total Repair and Maintenance	2,693.78	16,999.90
Telephone - Telemetry	0.00	108.32
Testing	26.15	0.00
Utilities	1,965.07	4,833.30
Water Salaries	1,763.54	2,295.00
Total Water Department	76,576.90	90,791.82
Total Expense	120,251.77	127,307.82
Net Ordinary Income	48,659.70	26,861.52
Other Income/Expense		
Other Income		
Interest Income	34.05	0.00
Other Income	31.10	0.00
Total Other Income	65.15	0.00
Other Expense		
TDOT SR-26		
Sewer	6,792.50	
Water	18,705.00	
Total TDOT SR-26	25,497.50	
Total Other Expense	25,497.50	
Net Other Income	-25,432.35	0.00
Net Income	23,227.35	26,861.52