

Town of Alexandria

Minutes for Meeting September 24, 2019

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on September 24, 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 August 27, 2019 meeting be reviewed. Alderman Lynne Dickerson made a motion to accept the minutes for August 27, 2019 as presented. Motion seconded by Alderman Charlie Fraser. Motion passed unopposed.

Public Hearing – Second Reading of Ordinance 2019-1 amending Section 18-204 for Grinder Pump Wastewater Systems. Mayor Armstrong opened the floor for citizen's comments. There were no comments. Alderman Fraser made a motion to accept Ordinance 2019-1. Motion was seconded by Alderman Bridgette Rogers. Motion passed unopposed.

Mayor Armstrong opened the floor for comments from the citizens.

Ms. Sandy Brown, Director of the Senior Center addressed the board on behalf of Ricky Nixon from Hardware of Watertown. Mr. Nixon asked that Ms. Brown inform the board that he is looking for a buyer for his hardware business and was hoping that someone from Alexandria would want to buy the business and move it to Alexandria. Ms. Brown went on to update the current happenings at the Senior Center. They have completed a few upgrades to the building including paint and the required door closures per insurance. The Leadership DeKalb Alumni are donating their time to paint the main room of the Senior Center as well as the front hallway. They are also in the process of converting the rest of their florescent lights to LED. The Senior Center has applied for a Tech grant through DTC to open up internet access to the senior citizens and the Arthritis Walk with Ease program will start over the next few weeks. Rite Aid in Smithville helped vaccinate thirteen (13) against the flu. Ms. Brown thanked the Town for their support.

DEPARTMENT MONTHLY REPORTS

Sewer & Water Report - Mr. Rich Potter and Mr. Brian Grisham were present. Mr. Potter stated that for sewer we are still working on land application permits, the EQ Basin was pumped out, and they had to replace the belts on all three blowers at the Sewer plant due to dry rot. There was a thick grease cake in the small lift station that was built up, it has been removed and we are now using an inhibitor to keep it from building up again. For the water side we had a pump go bad in the Sykes station, the backup motor was installed and subsequently failed. The new motor was installed for two thousand eight hundred dollars (\$2800.00) and we are still waiting on the cost of repairing the backup. Mr. Grisham has had multiple service line leaks this month – no major leaks. Discussion was held concerning the land application. Alderman Fraser made a motion to accept the sewer and water report. Alderman Dickerson seconded the motion. Motion passed unopposed.

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

Fire report was presented by Assistant Fire Chief John Partridge; see attachment B. Motion was made by Alderman Rogers to accept the fire report as presented. Alderman Fraser seconded the motion. Motion passed unopposed.

Streets report was presented by Mayor Armstrong; see attachment C. Total spent was four hundred seventy-nine dollars and thirty-eight cents (\$479.38). 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 and General Fund; see attachment D. She reminded the Board that the Budget Report does not include payments on principle and interest. 2018 property tax collections currently have an unpaid balance of five thousand five hundred and seventy dollars (\$5570.00). Alderman Fraser made a motion to accept the financial report as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

Engineer Report was presented by Jerry Warren, Town Engineer. We are still waiting on the specifics on the SRF. Mr. Warren discussed a three (3) lot subdivision on the corner of Holmes Gap and West Main St with a developer. It is very early in the planning for the developer but they gave him the specifics he needed. Alderman Fraser made a motion to accept the financial 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's report as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

Mayor's report was presented by Mayor Armstrong. He has nothing to report this month.

OLD BUSINESS

Storm Drain Damage/Sidewalk Holes. Discussion was held concerning the process of getting bids for the repairs. There has been one bid received and three refusals to bid for various reasons. We are waiting on the contractor contacted by Mr. Warren to turn in a proposal.

NEW BUSINESS

RJ Young proposal for a new rental contract on the Fax/Printer/Scanner for the Police Department was discussed. Alderman Rogers will contact N&L Business Systems for a proposal. Discussion tabled until next meeting.

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

MAYOR _____

ATTESTED _____

RECORDER _____

Attachment A

Alexandria Police Department



Monthly Activity Report

August 27, 2019 to September 23, 2019

Calls: 58

Citations: 39

Arrests: 3

Patrol Miles Driven: 2318

Business Door Check: 119

Church Door Checks: 20

New Business:

Attachment B



ALEXANDRIA FIRE DEPARTMENT

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

MONTHLY ACTIVITY REPORT

August 27 to September 24, 2019

- **Calls answered, Emergency and Service:** **11 Calls.**
9 calls in city limits, 28 responders
- **Average responders per call** **2.5 Per call**
- One missed call in this period.
- One new member, Dale Stubblefield
- Twelve members total, three need to attend Basic Firefighting course.
- Decals completed on new engine.
- Windows on firehall bay doors to be tinted, protect paint on apparatus from fading.
- County-wide training set for October.



Town of Alexandria Street Department



Monthly Street Report August 27, 2019 - September 24, 2019

Parkers Small Engine Repair

09-14-19	Oil/oil filter mower	\$ 30.90
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CO-OP

09-15-19	Cornerstone Spray	\$ 53.99
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Alexandria Auto Parts

09-12-19	Oil Change on truck/gas filter mower	\$ 52.00
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Hardware Watertown

08-27-19	Box Cover, keys, shovel	\$ 20.28	
09-20-19	Light Bulbs	\$ 32.97	\$ 53.25

Ace Hardware

09-23-19	Weed eater repair	\$ 30.00
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Fleet Card

08-27-19	Truck gas	\$ 28.10	
09-03-19	Truck gas	\$ 39.50	
09-09-19	Truck gas	\$ 39.70	
09-16-19	Truck gas	\$ 41.34	
09-20-19	Truck gas	\$ 37.68	\$ 186.32
08-27-19	Mower gas	\$ 24.29	
09-10-19	Mower gas	\$ 24.13	
09-19-19	Mower gas	\$ 24.50	<u>\$ 72.92</u>
Total			\$ 479.38

Attachment D

3:56 PM
09/24/19
Accrual Basis

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

	Jul - Sep 19	Budget
Ordinary Income/Expense		
Income		
Income		
Bad Debt Payments	25.50	
Correction Fee/Service Charge	25.00	
Non-Payment Fee	4,950.00	
Sewer Income		
Sewer Penalty	712.81	
Sewer Income - Other	43,760.64	48,378.47
Total Sewer Income	44,473.45	48,378.47
Water Income		
Water Penalty	2,618.62	
Water Surcharge	281.70	
Water Tap Income	60.00	
Water Income - Other	150,835.92	170,348.44
Total Water Income	153,796.24	170,348.44
Total Income	203,270.19	218,726.91
Tap Fees		
Sewer	3,000.00	6,000.00
Water	5,000.00	5,000.00
Total Tap Fees	8,000.00	11,000.00
Total Income	211,270.19	229,726.91
Gross Profit	211,270.19	229,726.91
Expense		
Bad Debts	52.84	0.00
Equipment Purchase	3,871.00	12,000.00
Sewer Department		
Advertising	0.00	90.00
Contracted Services	10,625.00	10,875.00
Insurance	8,696.00	8,696.00
Office Expense	0.00	150.00
Professional Fees	1,113.48	1,000.00
Repair and Maintenance		
Parts	284.03	1,818.19
Services	2,700.00	800.00
Total Repair and Maintenance	2,984.03	2,618.19
Salaries	2,227.43	3,442.50
Supplies	3,275.94	4,000.00
Testing	706.07	2,250.00
Utilities	5,085.11	8,925.00
Total Sewer Department	34,713.06	42,046.69
Tap Install Fees		
Water Tap	2,000.00	
Total Tap Install Fees	2,000.00	
Telephone		
Telemetry	54.06	0.00
Total Telephone	54.06	0.00
Water Department		
Advertising	0.00	90.00
Contracted Services	15,000.00	15,000.00
Dues	1,319.50	500.00
Insurance	6,216.00	6,216.00
Office Expense	132.46	430.00
Postage	822.40	1,000.00
Professional Fees	328.84	150.00
Purchased Water	49,338.91	77,803.03
Rent	0.00	120.00
Repair and Maintenance		
Parts	1,122.16	11,755.00
Services	2,000.00	13,753.00
Total Repair and Maintenance	3,122.16	25,508.00
Telephone - Telemetry	0.00	162.50
Testing	405.00	532.00
Utilities	4,658.39	7,256.00
Water Salaries	2,227.43	3,442.50
Total Water Department	83,571.09	138,210.03
Total Expense	124,262.05	192,256.72
Net Ordinary Income	87,008.14	37,470.19
Other Income/Expense		
Other Income		
Interest Income	47.27	0.00
Total Other Income	47.27	0.00
Net Other Income	47.27	0.00
Net Income	87,055.41	37,470.19

Town of Alexandria
Profit & Loss Budget vs. Actual
July 1 through September 24, 2019

	Jul 1 - Sep 24, 19	Budget
Ordinary Income/Expense		
Income		
Property Taxes		
Int & Pen on Property Taxes	149.00	0.00
Ad Valorem		
In Lieu Of Tax	2,883.00	1,931.00
Total Ad Valorem	2,883.00	1,931.00
Prior Year Property Taxes	1,662.00	1,139.60
Total Property Taxes	4,694.00	3,070.60
Citations	9,830.15	10,500.00
Intergovernmental Revenues		
Local Sales Tax - County	15,779.69	13,349.80
State gasoline & fuel tax	6,396.08	5,249.80
State Sales Tax	13,917.73	13,092.00
Telecommunication- State	1,075.26	900.00
Total Intergovernmental Revenues	37,168.76	32,591.60
Other Revenues		
Donations		
Park	42.00	182.00
Donations - Other	0.00	160.00
Total Donations	42.00	342.00
Miscellaneous Income		
Booth Rental	150.00	160.00
Miscellaneous Income - Other	1,106.00	0.00
Total Miscellaneous Income	1,256.00	160.00
Total Other Revenues	1,298.00	502.00
Rent and Lease Payments		
Charter Rent	450.00	300.00
Seay Church	750.00	500.00
Total Rent and Lease Payments	1,200.00	800.00
Taxes		
Cable TV Franchise Fee	0.00	2,060.00
Wholesale Beer Tax	8,422.65	11,160.00
Total Taxes	8,422.65	13,220.00
Total Income	62,613.56	60,684.20
Gross Profit	62,613.56	60,684.20
Expense		
Fire Department		
Professional Fees	800.00	0.00
Equipment & Radios		
Miscellaneous	119.97	0.00
Equipment & Radios - Other	32.82	860.00
Total Equipment & Radios	152.79	860.00
Gas & Oil	135.49	238.00
Repairs & Maintenance	792.50	310.00
Supplies & Disposables	186.96	234.00
Training & Related	355.00	942.00
Total Fire Department	2,422.74	2,584.00
General Government		
Reimbursement - Mileage	26.10	140.00
Advertising	0.00	140.00
Animal Control Expenditures	0.00	100.00
Annual dues	827.86	2,500.00
Background Check	0.00	23.20
Building Maintenance	0.00	3,500.00
CMFO training & mileage	373.70	368.00
Council Meeting Stipend	400.00	560.00
Equipment & Supplies	18.63	0.00
Insurance and Surety Bond	21,485.00	18,000.00
Legal and Professional	2,090.00	4,779.80
Mayor Wireless	100.00	140.00

Town of Alexandria
Profit & Loss Budget vs. Actual
July 1 through September 24, 2019

	Jul 1 - Sep 24, 19	Budget
Miscellaneous	56.42	152.00
Office Supplies & Postage		
Equipment Lease	187.52	0.00
Office Supplies & Postage - Other	657.46	1,050.00
Total Office Supplies & Postage	844.98	1,050.00
Repairs and Maintenance		
Seay Church Maintenance	80.00	0.00
Repairs and Maintenance - Other	92.99	350.00
Total Repairs and Maintenance	172.99	350.00
Salaries	7,237.58	7,220.00
Utilities and Telephone		
Ball Park & Lions Club Water/Se	48.54	154.00
City Hall Water & Sewer	0.00	154.00
Old City Hall Water/Sewer	0.00	154.00
Utilities and Telephone - Other	2,288.95	2,673.20
Total Utilities and Telephone	2,337.49	3,135.20
General Government - Other	250.00	0.00
Total General Government	36,220.75	42,158.20
Police Department		
E-911	7,050.00	7,050.00
Gas	1,946.20	2,100.00
Materials, Equipment & Supplies	1,399.52	1,750.00
Miscellaneous	185.35	175.00
Police Department Wireless	256.74	476.00
Salaries	38,563.38	39,042.00
Training of Personnel	1,114.36	500.00
Vehicle Repairs & Maintenance	547.50	942.00
Total Police Department	51,063.05	52,035.00
Senior Citizens		
Repairs & Maintenance	64.37	0.00
Utilities		
Water/Sewer	100.60	154.00
Utilities - Other	683.61	1,002.40
Total Utilities	784.21	1,156.40
Total Senior Citizens	848.58	1,156.40
Streets Dept.		
Asphalt & Paving Materials	810.75	250.00
Electric & Gas Utilities	1,837.81	2,800.00
Equipment Repairs	82.90	0.00
Gasoline	650.55	700.00
Materials & Supplies	280.79	578.00
Miscellaneous	0.00	50.00
Streets Dept. Salaries	9,448.96	10,161.80
Uniforms/Safety Equipment	0.00	200.00
Vehicle Repairs	0.00	600.00
Wireless	13.65	49.00
Total Streets Dept.	13,125.41	15,388.80
Total Expense	103,680.53	113,322.40
Net Ordinary Income	-41,066.97	-52,638.20
Other Income/Expense		
Other Income		
Interest	0.38	0.00
GHSO-Grant	0.00	800.00
Total Other Income	0.38	800.00
Other Expense		
Police Dept-Grant Paid	1,895.05	0.00
Total Other Expense	1,895.05	0.00
Net Other Income	-1,894.67	800.00
Net Income	-42,961.64	-51,838.20

