

Town of Alexandria

Minutes for Meeting

February 28, 2023

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on February 28, 2023 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: Lynne Dickerson, Curtis Rutter, and Justin Chapman. Quorum established. Mayor Russell Bradshaw and Attorney Vester Parsley were also present. The meeting commenced with the Pledge and a prayer led by Attorney Parsley.

Mayor Russell Bradshaw requested that the minutes from the January 12, 2023 and January 24, 2023 meeting be reviewed. Alderman Lynne Dickerson made a motion to accept the minutes for January 12, 2023 and January 24, 2023 as presented. Motion seconded by Alderman Rutter. Motion passed unopposed.

Public Hearing was held for Zoning Variances on 100 S Church St and 102 S Church St. The variances were approved by the Planning and Zoning Board at their February 2, 2023 meeting and the Zoning Board has requested approval of the Mayor and Board of Alderman. Mayor Bradshaw opened the floor for public comment. No comments were made. Mayor Bradshaw closed the floor.

100 S Church St. - Property is referenced as DeKalb County Map 022G Grp D Parcel 004.00 due to redrawn property boundaries had requested relief from Article VI Section 1.6 (2) Location of Accessory Structures for residential use of any property zoned R-1. Variances for the five (5) feet setback are as follows: Shed #1 setback reduced to three (3) feet on the west side and four (4) feet on the north side. Shed #2 setback reduced to zero (0) feet on the west side. Motion to approve the requested variances on 100 S Church St was made by Alderman Curtis Rutter. Seconded by Alderman Lynne Dickerson. Roll call vote.

Chapman – Aye

Dickerson – Aye

Rutter – Aye

Motion passed.

102 S Church St. - Property is referenced as DeKalb County Map 022G Grp D Parcel 003.00 due to redrawn property boundaries had requested relief from Article VI Section 1.4 (2.1) Setbacks regarding Minor Streets (30ft) and Section 1.6 (2) Location of Accessory Structures for residential use of any property zoned R-1. Variances are as follows: Minor street setback of thirty (30) feet reduced to twenty-six and a half (26.5) feet due to the porch. Barn setback reduced from five (5) feet to two (2) feet on the north side and four (4) feet on the west side. Motion to approve the requested variances on 102 S Church St was made by Alderman Curtis Rutter. Seconded by Alderman Justin Chapman. Roll call vote.

Chapman – Aye

Dickerson – Aye

Rutter – Aye

Motion passed.

Mayor Bradshaw opened the floor for citizen's comments.

Susan Holmes, business owner at 120 N. Public Square addressed the Board concerning street and sidewalk issues in front of her business. Mrs. Holmes requested that she be allowed to install a metal bridge from the roadway to the sidewalk to assist her customers. Alderman Rutter made a motion to approve the installation while reserving the right to request removal. Alderman Chapman seconded the motion. Roll call vote.

Chapman – Aye

Dickerson – Aye

Rutter – Aye
Motion passed.

Joe and Debra Fischer of 304 West Main Street addressed the Board concerning 2019 interest on property tax held by Chancery. Alderman Rutter made a motion to refund the interest after fees. Alderman Dickerson seconded the motion. Motion passed unopposed.

Discussion was held concerning the bulk tap at the Sykes Pump Station.

DEPARTMENT MONTHLY REPORTS

Senior Center Report; no one in attendance.

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

Street Report; see attachment B.

Fire Report; no one in attendance.

Water/Sewer Report; Town received a PN Notification from TDEC. Mr. Jerry Warren will assist in responding to the required notice posting.

Financial Report was presented by Mrs. Tetlow, CMFO; see attachment C. Second budget workshop has been set for 6pm, March 16, 2023.

Engineer Report was presented by Mr. Jerry Warren. ARPA projects have been resubmitted to TDEC with their requested changes for the Meter project, Sewer Lift station, and Sykes Pump Station. We continue to work with TDEC to revise the applications. Wilson County line sale is progressing we have received the easement from David Lawrence for the master meter. Working with meter supplier on the pricing and time frame of the meter and box. Sewer replacement for the TDOT project is underway the have the casing bored under the highway. The sewer portion of the project is relatively small.

Attorney Report was presented by Vester Parsley. Discussed the new Class Action Opioid Settlement package, an online signature is required. Alderman Rutter made a motion to proceed with joining the class action settlement group. Alderman Dickerson seconded the motion. Motion passed unopposed.

Mayor Report was presented by Mayor Bradshaw.

NEW BUSINESS

Mayor Bradshaw requested that the Agenda be amended to add the appointment of a Vice Mayor. Alderman Rutter made a motion to amend the agenda to add Appointment of Vice Mayor. Seconded by Alderman Dickerson. Motion passed unopposed.

Discussion was held concerning Vice Mayor. Alderman Chapman made a motion for Alderman Curtis Rutter to fill the role of Vice Mayor. Alderman Rutter seconded the motion. Motion passed unopposed.

Resolution 20230228 – Designation of the Confidential Account was read. Alderman Rutter made a motion to approve Resolution 20230228 as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

First Reading of Ordinance 2023-1 Occupational Health and Safety. Alderman Rutter made a motion to approve Ordinance 2023-1 as presented. Motion seconded by Alderman Dickerson. Motion passed unopposed.

Discussion was held concerning the current leases. Senior Center lease to be continued with no requested changes. Fair grounds lease will need a workshop. Building at Seay Church is in disrepair. Alderman Rutter made a motion to cancel the lease with a sixty day notice. Alderman Dickerson seconded the motion. Motion passed unopposed.

OLD BUSINESS

None

Mayor Bradshaw reopened the floor for comments.

Ursula Ketchum of 225 Laverne St and Amy Reed addressed the board concerning activities for the public. The Board went over the Special Event permit and requirements.

Alderman Rutter made a motion to adjourn. Alderman Chapman seconded the motion. Motion passed unopposed.

MAYOR _____

ATTESTED _____

RECORDER _____

Attachment A

Alexandria Police Department



Monthly Activity Report

January 21, 2023 to February 24, 2023

Calls: 68

Citations: 14

Arrests: 5

Patrol Miles Driven: 1684

Business Door Check: 149

Church Door Checks: 18

New Business:

1. Shane Martin resigned effective February 26, 2023.
2. Josh Arnold resigned effective March 5, 2023.

Attachment B



Town of Alexandria Street Department



Monthly Street Report January 24, 2023 - February 24, 2023

Fleet Card

1/24/2023 Truck gas	\$ 26.66	
2/1/2023	\$ 68.71	
2/7/2023	\$ 32.55	
2/14/2023	\$ 38.62	
2/21/2023	\$ 46.90	
		\$ 213.44
		Total \$ 213.44

Attachment C

	Jul '22 - Jan 23	Budget
Ordinary Income/Expense		
Income		
Property Taxes	66,270.79	59,033.00
Citations	10,004.62	23,260.00
Intergovernmental Revenues	138,909.60	139,983.63
Other Revenues	1,026.50	1,700.00
Rent and Lease Payments	1,750.00	1,750.00
Taxes	28,641.21	29,490.00
Total Income	246,602.72	255,216.63
Gross Profit	246,602.72	255,216.63
Expense		
USDA Loan	17,157.00	17,157.00
Fire Department	6,831.08	10,469.00
General Government	68,215.87	83,987.35
Police Department	141,686.53	148,355.00
Senior Citizens	2,914.98	4,000.00
Streets Dept.	33,807.95	39,889.00
Total Expense	270,613.41	303,857.35
Net Ordinary Income	-24,010.69	-48,640.72
Other Income/Expense		
Other Income	1,305.73	0.00
Other Expense	3,246.03	0.00
Net Other Income	-1,940.30	0.00
Net Income	-25,950.99	-48,640.72

	Jul '22 - Jan 23	Budget
Ordinary Income/Expense		
Income		
Income		
Bad Debt Payments	59.50	0.00
Sewer Income	123,185.00	119,887.00
Water Income	407,419.48	404,300.00
Income - Other	1,150.00	
Total Income	531,813.98	524,187.00
Tap Fees	3,760.00	8,000.00
Total Income	535,573.98	532,187.00
Gross Profit	535,573.98	532,187.00
Expense		
Bad Debts	2,363.64	2,740.00
Sewer Department	75,438.56	94,966.40
Tap Install Fees	5,260.00	0.00
Water Department	234,380.50	218,232.48
Total Expense	317,442.70	315,938.88
Net Ordinary Income	218,131.28	216,248.12
Other Income/Expense		
Other Income	774.46	175.00
Other Expense		
Interest Expense	76.30	0.00
TDOT SR-26	28,348.00	0.00
Total Other Expense	28,424.30	0.00
Net Other Income	-27,649.84	175.00
Net Income	190,481.44	216,423.12