

Town of Alexandria

Minutes for Meeting

June 27, 2023

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on June 27, 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 Donnie Bearden. Quorum established. Mayor Russell Bradshaw and Attorney Vester Parsley were also present. The meeting commenced with a prayer led by Attorney Parsley and the Pledge of Allegiance.

Mayor Bradshaw requested that the minutes from May 23, 2023 meeting be reviewed. Alderman Curtis Rutter made a motion to accept the minutes for May 23, 2023 as presented. Motion seconded by Alderman Lynne Dickerson. Motion passed unopposed.

PUBLIC HEARING

Second reading of Ordinance 2023-04 Amending the Zoning Map was held. Mayor Bradshaw opened the floor for comment. No comments were made. Mayor Bradshaw closed the floor. Alderman Donnie Bearden made a motion to approve Ordinance 2023-04 as presented. Motion seconded by Alderman Rutter. Motion passed unopposed.

Second reading of Ordinance 2023-05 Amending the 2022-2023 Budget was held. Mayor Bradshaw opened the floor for comment. No comments were made. Mayor Bradshaw closed the floor. Alderman Rutter made a motion to approve Ordinance 2023-05 as presented. Motion seconded by Alderman Bearden. Motion passed unopposed.

Second reading of Ordinance 2023-06 Updating the Water and Sewer Rates was held. Mayor Bradshaw opened the floor for comment. No comments were made. Mayor Bradshaw closed the floor. Alderman Rutter made a motion to approve Ordinance 2023-06 as presented. Motion seconded by Alderman Bearden. Motion passed unopposed.

Second reading of Ordinance 2023-07 2023-2024 Budget was held. Mayor Bradshaw opened the floor for comment. No comments were made. Mayor Bradshaw closed the floor. Alderman Rutter made a motion to approve Ordinance 2023-07 as presented. Motion seconded by Alderman Bearden. Motion passed unopposed.

Second reading of Ordinance 2023-08 Creating a Cybersecurity Policy. Mayor Bradshaw opened the floor for comment. No comments were made. Mayor Bradshaw closed the floor. Alderman Bearden made a motion to approve Ordinance 2023-08 as presented. Motion seconded by Alderman Rutter. Motion passed unopposed.

DEPARTMENT MONTHLY REPORTS

Police Report; see attachment A.

Street Report; see attachment B.

Fire Report; see attachment C. Fire Chief John Partridge addressed the Board about the agreement with the Fair Board to exempt the food vendors from the Fire Codes adopted in May of 2023 during the 2023 DeKalb County Fair with the condition that all food vendors that produce/emit grease vapor must have two (2) Class K fire extinguishers in the cooking location.

Water/Sewer Report; none.

Financial Report; see attachment D. Mrs. Tetlow, CMFO; discussion was held concerning the Floodplain Administration class, Opioid settlement and the Comptroller Annual Utility Report and NCSR Data.

Engineer Report was presented by Mr. Jerry Warren. TDOT project has completed the sewer. They are currently drafting the ‘as built’ documentation for survey. ARP TDEC have requested additional Title VI confirmation and are working on the meter specs for the radio read water meters. Attended a meeting with TDEC concerning Sewer plant. Completed and filed the Wastewater Industrial survey as required for the sewer permit.

TDEC Reimbursement Grant of six hundred seventy four thousand nine hundred and thirty-one dollars and seventy six cents (\$674931.76) has been awarded and we are awaiting the finalized contract to begin the Meter project, Sewer Lift station, and Sykes Pump Station updates. Wilson County waterline sale is progressing, master meter is ready to install. This will be the last part to completing the sale. Mr. Warren addressed the Board concerning the funds needed to work on the Wastewater Plant. He believes that this project might be eligible for the TDEC ARPA Competitive Grant.

Attorney Report was presented by Attorney Vester Parsley. Attorney Parsley discussed Senior Citizen lease having no needed changes. Attorney Parsley has no update on the abandon churches on High Street. Discussed upkeep the Town is performing on these properties.

Mayor Report was presented by Mayor Bradshaw. He had nothing new to report.

UNFINISHED BUSINESS

None

NEW BUSINESS

Tennessee State Law – Public Chapter No. 300 – Notice of Meeting and Public Comment was discussed.

Resolution 20230627 – Competitive ARPA Grant Funding Application was read. Alderman Bearden made a motion to approve Resolution 20230627 as presented. Alderman Rutter seconded the motion. Motion passed unopposed.

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

MAYOR _____

ATTESTED _____

RECORDER _____

Attachment A

Alexandria Police Department



Monthly Activity Report

May 19, 2023 to June 23, 2023

Calls: 61

Citations: 49

Arrests: 4

Patrol Miles Driven: 1782

Business Door Check: 92

Church Door Checks: 11

New Business:



Town of Alexandria Street Department



Monthly Street Report May 22, 2023 - June 23, 2023

Fleet Card

5/30/2023 Truck gas	\$51.42	
6/7/2023	\$51.15	
6/16/2023	\$34.09	
6/23/2023	\$36.98	\$173.64
5/23/2023 Mower	\$37.15	
5/30/2023	\$34.63	
6/7/2023	\$34.50	
6/16/2023	\$29.41	\$135.69
	Total	\$309.33



ALEXANDRIA FIRE DEPARTMENT

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

MONTHLY ACTIVITY REPORT

May 24, 2023, to June 27, 2023

- Calls answered, Emergency and Service: **7 Calls.**
- 73 calls year-to-date.
- 19 total members
- Pump tests completed on both fire engines.
- Large water leak found on Engine 76 (1999 Ford) attempting to repair in-house.
- Preparing to staff DeKalb County Fair with firefighters and EMTs each night from 1800 to close.

Fire Code & Inspection Activities

- Met with DeKalb County Fair Board to discuss Fire Code enforcement at 2023 DeKalb County Fair. The fair will be exempted from the 2018 IFC until the conclusion on July 16th. Two class K extinguishers will be required in cooking areas. Agreement attached.
- One commercial re-inspection completed.
- Met with two business owners regarding future commercial construction projects.
- Consulted with TN State Fire Marshall's Office Fire Inspector and other local inspectors.

Town of Alexandria
Profit & Loss Budget vs. Actual
July 2022 through May 2023

	Jul '22 - May 23	Budget
Ordinary Income/Expense		
Income		
Charges for Services	533.40	0.00
Fines, Forfeitures & Penalty	18,654.07	18,700.00
Intergovernmental Revenues	177,211.33	171,276.45
Licenses and Permits	660.00	900.00
Local Taxes	262,370.76	250,500.00
Other Revenues	12,512.72	11,750.00
Total Income	<u>471,942.28</u>	<u>453,126.45</u>
Gross Profit	471,942.28	453,126.45
Expense		
General Government		
41110 Legislative Board	935.03	1,829.00
41210 City Court	6,710.47	7,271.67
41310 Mayor	2,653.48	3,905.00
41510 City Recorder	514.26	1,430.00
41530 Accounting & Inter. Audit	39,658.25	40,495.00
41550 Tax Collection and Admin	6,886.38	7,575.00
41620 Town Attorney	5,680.00	8,800.00
41700 Planning and Zoning	312.47	1,787.50
41810 Town Hall Building/Ground	14,413.78	17,445.00
Total General Government	<u>77,764.12</u>	<u>90,538.17</u>
Health, Welfare, Culture & Rec		
44320 Senior Citizen Facilities	5,103.88	6,595.00
44490 Other Recreation Faciliti	2,484.00	2,500.00
44500 Spectator Recreation	650.00	650.00
44610 Little League Activities	460.09	470.00
44700 Parks	659.12	650.00
Total Health, Welfare, Culture & Rec	<u>9,357.09</u>	<u>10,865.00</u>
Public Safety		
42100 Police	185,336.75	185,740.00
42140 Police Training	2,720.88	5,500.00
42200 Fire Building and Code	4,604.46	6,452.00
42220 Fire Fighting	6,990.03	8,490.00
42240 Fire Training	2,199.02	2,600.00
42300 Animal Control	5.75	100.00
42600 Emergency Services	29,366.79	29,550.00
Total Public Safety	<u>231,223.68</u>	<u>238,432.00</u>
Public Works	<u>80,150.58</u>	<u>86,731.00</u>
Total Expense	<u>398,495.47</u>	<u>426,566.17</u>
Net Ordinary Income	73,446.81	26,560.28
Other Income/Expense		
Other Income		
Donations from Private Sources	1,770.45	0.00
Total Other Income	<u>1,770.45</u>	<u>0.00</u>
Other Expense		
Other Government Functions		
51620 Operating Tnsfr to SpReFu	5,000.00	5,000.00
Total Other Government Functions	<u>5,000.00</u>	<u>5,000.00</u>
Total Other Expense	<u>5,000.00</u>	<u>5,000.00</u>
Net Other Income	<u>-3,229.55</u>	<u>-5,000.00</u>
Net Income	<u>70,217.26</u>	<u>21,560.28</u>

Town of Alexandria - Water & Sewer Fund
Profit & Loss Budget vs. Actual
July 2022 through May 2023

	Jul '22 - May 23	Budget
Ordinary Income/Expense		
Income		
Sewer Revenues	193,013.06	192,249.00
Water Revenues	643,180.38	634,950.00
Total Income	<u>836,193.44</u>	<u>827,199.00</u>
Gross Profit	836,193.44	827,199.00
Expense		
Bad Debts	2,993.06	4,310.00
Sewer Department		
52211 Sewer Collection (Lines)	4,000.00	5,095.00
52212 Sewer Lift Stations	33,596.43	32,000.00
52213 Sewer Treatment & Disposa	68,430.08	80,146.25
52214 Laboratory and Testing	7,168.83	7,250.00
52216 Customers' Account & Coll	5,494.11	6,007.83
52217 Administration & General	12,021.48	13,697.00
52220 Depreciation	82,976.75	82,975.75
569 Other State Fees and Charge	533.76	0.00
Total Sewer Department	<u>214,221.44</u>	<u>227,171.83</u>
Water Department		
52111 Source of Supply	203,321.71	169,100.00
52112 Power and Pumping	24,721.49	19,031.88
52114 Transmission and Distribu	118,166.77	140,930.00
52116 Customers' Acct & Collect	22,698.96	24,809.58
52117 Administration & General	23,342.26	11,713.00
52120 Depreciation	62,821.83	62,811.87
Total Water Department	<u>455,073.02</u>	<u>428,396.33</u>
Total Expense	<u>672,287.52</u>	<u>659,878.16</u>
Net Ordinary Income	163,905.92	167,320.84
Other Income/Expense		
Other Income		
36190 Interest Earnings - Other	2,256.08	275.00
37730 Other Non-Operating Reven	23,932.70	0.00
Total Other Income	<u>26,188.78</u>	<u>275.00</u>
Total Other Income	26,188.78	275.00
Other Expense		
52624 Interest on Bonds, Notes	125.77	0.00
52629 Other Non-Operating Expen		
254 Architectural, Engineering,	24,772.10	0.00
256 Consultant's Services	16,950.00	0.00
Total 52629 Other Non-Operating Expen	<u>41,722.10</u>	<u>0.00</u>
Total Other Expense	<u>41,847.87</u>	<u>0.00</u>
Net Other Income	<u>-15,659.09</u>	<u>275.00</u>
Net Income	<u>148,246.83</u>	<u>167,595.84</u>