

Town of Alexandria

Minutes for Meeting

October 24, 2023

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on October 24, 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 was also present. The meeting commenced with a prayer led by Attorney Vester Parsley and the Pledge of Allegiance.

Mayor Bradshaw requested that the minutes from September 26, 2023 meeting be reviewed. Alderman Curtis Rutter made a motion to accept the minutes for September 26, 2023 as presented. Motion seconded by Alderman Lynne Dickerson. Motion passed unopposed.

Mayor Bradshaw noted there was no Resident Input.

Public hearing was held for Use On Appeal of 104 Spring Street Map 022G Grp A Parcel 019.00, zoned (B-2) Local Business, to allow residential use on the second floor and maintain the first floor as local business use under the recommendation of the Alexandria Planning and Zoning Board. Mrs. Amy Schwend addressed the Board concerning the request. Mayor Bradshaw opened the floor for comments. No comments were made. Alderman Rutter made motion to approve the Residential Use on Appeal for the second floor with the first floor maintained as Local Business (B-2). Motion seconded by Alderman Dickerson. Motion passed unopposed.

Public hearing was held for a Variance of Article VI Section 1.4 (4) Lot Area, Lot Width, Rear and Side Yards regarding Minimum Lot width (75ft) at building line for residential use of property zoned R-1 at 101 Shady Lane, Map 022G Grp C Parcel 019.00. Mr. Darryl Nobel addressed the Board. Mayor Bradshaw opened the floor for comments. No comments were made. Alderman Donnie Bearden made motion to approve the variance from the minimum lot width at the building line for 101 Shady Lane zoned R-1. Motion seconded by Alderman Rutter. Motion passed unopposed.

Mayor Bradshaw opened the floor for Customer hearing:

Ms. Amanda Rich of 98 Switchboard Rd, addressed the Board concerning her water bills and asking for a new water meter be installed, it was determined a new meter was installed November 08, 2022. Discussion was held concerning the need to have a plumber verify that there is no leak in the customer's plumbing. Mayor Bradshaw advised Ms. Rich to return to a meeting with Board regarding her usage after a plumber has assessed her lines.

DEPARTMENT MONTHLY REPORTS

Police Report was presented by Chief Bryant; see attachment A.

Street Report; see attachment B.

Fire Report; was presented by Fire Chief Partridge; see attachment C.

Water/Sewer Report was presented by Mr. Rich Potter. He stated some of the water loss has been due to the water tank overflowing with the reduced usage from the changing seasons. Wastewater main pump station has one pump making a noise. Mr. Potter recommends that the pump be pulled and inspected. Lift station is running well with both pumps having been rebuilt. Sewer plant controller, float, and actuator are working well after the last maintenance. Manhole on Industrial has been uncovered and excavated and will be brought up to ground level. The lines have been jetted to remove the debris.

Financial Report; was presented by Mrs. Elizabeth Tetlow, CMFO; see attachment D. Due to issues with the vendor for payroll Mrs. Tetlow recommends looking for a new payroll provider.

Engineer Report was presented by Mr. Jerry Warren. TDEC ARP funding is progressing through the procurement process. TDOT relocation project is currently having a condonation issue with the Prichard driveway. Wilson Water project is waiting on TDEC approval. Marque Lab is working on the plan for the fire production road and metering the fire line. Radio read meter project is in the final stages of approval and should to be put to bid in early spring.

Attorney Report was presented by Attorney Vester Parsley. Mr. Parsley stated that Slum Ordinance uses a legal process that is not a quick fix to open issues on the Square. He is working with Mayor Bradshaw, Chief Bryant, and Fire Chief Partridge to find a resolution. Opioid money can only be spent on specific things and Mrs. Tetlow advised that the money is being deposited into the Drug Fund.

Mayor Report was presented by Mayor Bradshaw; no report.

UNFINISHED BUSINESS

None

NEW BUSINESS

December meeting was rescheduled for Tuesday, December 19, 2023 at 7:00pm.

Christmas Parade is being held on Sunday, December 3, 2023 at 5:00pm.

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

MAYOR _____

ATTESTED _____

RECORDER _____

Attachment A

Alexandria Police Department



Monthly Activity Report

September 25, 2023 to October 24, 2023

Calls: 35

Citations: 29 (122 Total Traffic Stops)

Arrests: 11 (Misdemeanor & Felony Offenses)

Patrol Miles Driven: 2634

Business Door Check: Regularly

Church Door Checks: Regularly (as well as general property checks)

Overdose Calls: 0 (Fentanyl Related/ Narcan Deployed)

New Business: Officers will begin working with the Tennessee Highway Safety Office doing specialized events. Funding will be provided through grants and no cost to the Town of Alexandria.

The Alexandria Police Department has been working with local businesses in order to resolve municipal violations. We have a working agreement with some owners to resolve complaints. Other concerns are still ongoing.

The K-9 program has resulted in the detection of illegal substances. This not only has resulted in the detection of drugs but we have recovered about 3 firearms this month in transit with drug activity.



Town of Alexandria Street Department

Monthly Street Report September 22, 2023 - October 20, 2023

<u>Watertown Hardware</u>			
10/2/2023	Bulbs for square	\$38.97	\$38.97
<u>Fleet Card</u>			
10/3/2023	Truck gas	\$48.63	
10/10/2023		\$35.72	
10/17/2023		\$29.92	\$114.27
9/25/2023	Mower	\$39.41	
10/3/2023		\$35.73	
10/17/2023		\$35.90	\$111.04
10/10/2023	Diesel	\$35.52	\$35.52
		Total	\$299.80



ALEXANDRIA FIRE DEPARTMENT

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

MONTHLY ACTIVITY REPORT September 27, 2023, to October 24, 2023

- Calls answered, Emergency and Service: **5 Calls.**
- One notable call- Structure Fire at Alexandria Pizza and Steaks
- 119 calls year-to-date.
- 16 total members
- The town is without vehicle extrication equipment (Jaws of Life). DeKalb County Fire provides vehicle rescue services until equipment is purchased. Their station is 14.3 miles and 18 minutes away from the Town Limits.
- Firehouse Subs Grant submitted for extrication equipment (reduced amount due to money contributed from Firefighters' Association) **\$9,725 from grant, \$4000 from AFFA**
- Awaiting an answer from Georgia Pacific for a grant for two battery-powered ventilation fans. We are in the final review process, and expecting an answer in mid-November. **\$11,300**
- Met with DeKalb County Fire to review the Automatic Aid Agreement.

Fire Code & Inspection Activities

- Met with Marq Labs to give direction on fire apparatus access road design on the building's West side (rear).
- Attempted another fire inspection at 102,104, and 106 N Public Square; occupant did not agree to an inspection date.
- Met with the Town Attorney to review the Slum Clearance Ordinance.
- Conducted two annual inspections.

Fundraisers

- Wilson Bank & Trust is holding a Bake Sale with proceeds going to the Fire Department on ^{Oct}September 26,27.
- Chili Supper is November 18 in Sandlin Building.

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

	Jul - Sep 23	Budget
Ordinary Income/Expense		
Income		
Sewer Revenues	56,945.91	58,997.78
Water Revenues	187,236.41	185,560.00
Total Income	<u>244,182.32</u>	<u>244,557.78</u>
Gross Profit	244,182.32	244,557.78
Expense		
Bad Debts	1,725.06	0.00
Sewer Department		
52211 Sewer Collection (Lines)	800.00	3,200.00
52212 Sewer Lift Stations	0.00	4,373.00
52213 Sewer Treatment & Disposa	52,519.67	25,375.50
52214 Laboratory and Testing	2,377.60	2,250.00
52216 Customers' Account & Coll	1,243.26	1,510.00
52217 Administration & General	9,608.41	8,539.00
52220 Depreciation	24,750.00	24,750.00
Total Sewer Department	<u>91,298.94</u>	<u>69,997.50</u>
Water Department		
52111 Source of Supply	34,908.50	35,000.00
52112 Power and Pumping	6,565.80	7,608.40
52114 Transmission and Distribu	23,656.51	47,879.00
52116 Customers' Acct & Collect	5,440.32	6,595.00
52117 Administration & General	12,351.74	12,924.62
52120 Depreciation	18,750.00	18,750.00
Total Water Department	<u>101,672.87</u>	<u>128,757.02</u>
Total Expense	<u>194,696.87</u>	<u>198,754.52</u>
Net Ordinary Income	49,485.45	45,803.26
Other Income/Expense		
Other Income		
Other Income	1,377.97	0.00
Total Other Income	<u>1,377.97</u>	<u>0.00</u>
Other Expense		
52624 Interest on Bonds, Notes		
685 Interest on Notes	6,254.47	6,217.00
Total 52624 Interest on Bonds, Notes	<u>6,254.47</u>	<u>6,217.00</u>
Total Other Expense	<u>6,254.47</u>	<u>6,217.00</u>
Net Other Income	-4,876.50	-6,217.00
Net Income	<u>44,608.95</u>	<u>39,586.26</u>

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

	Jul - Sep 23	Budget
Ordinary Income/Expense		
Income		
Charges for Services	40.45	0.00
Fines, Forfeitures & Penalty	16,051.86	6,000.00
Intergovernmental Revenues	26,373.70	26,585.00
Licenses and Permits	560.00	200.00
Local Taxes	29,687.73	27,400.00
Other Revenues	3.90	0.00
Total Income	<u>72,717.64</u>	<u>60,185.00</u>
Gross Profit	72,717.64	60,185.00
Expense		
General Government		
41110 Legislative Board	317.55	600.00
41210 City Court	1,230.69	2,170.00
41310 Mayor	928.98	3,155.00
41510 City Recorder	0.00	500.00
41530 Accounting & Inter. Audit	4,989.71	5,251.00
41550 Tax Collection and Admin	4,004.36	7,665.00
41620 Town Attorney	1,260.00	1,800.00
41670 Engineering	340.00	
41700 Planning and Zoning	0.00	650.00
41810 Town Hall Building/Ground	4,572.06	5,290.00
Insurance and Surety Bond	-1,250.00	0.00
Total General Government	<u>16,393.35</u>	<u>27,081.00</u>
Health, Welfare, Culture & Rec		
44320 Senior Citizen Facilities	1,698.89	4,445.00
44490 Other Recreation Faciliti	4,309.00	2,500.00
44550 Other	273.35	
44610 Little League Activities	867.00	470.00
44700 Parks	337.01	287.53
Total Health, Welfare, Culture & Rec	<u>7,485.25</u>	<u>7,702.53</u>
Public Safety		
42100 Police	84,761.01	119,380.00
42140 Police Training	0.00	1,000.00
42200 Fire Building and Code	1,086.34	1,905.03
42220 Fire Fighting	3,981.92	4,700.00
42240 Fire Training	0.00	500.00
42300 Animal Control	0.00	10.00
42600 Emergency Services	7,050.00	7,482.50
Total Public Safety	<u>96,879.27</u>	<u>134,977.53</u>
Public Works		
43100 Highways and Streets	7,789.16	12,458.00
43160 Street Lighting	2,785.81	3,250.00
49210 Capital Outlay Notes	7,353.00	7,353.00
Total Public Works	<u>17,927.97</u>	<u>23,061.00</u>
Total Expense	<u>138,685.84</u>	<u>192,822.06</u>
Net Ordinary Income	-65,968.20	-132,637.06
Other Income/Expense		
Other Income		
Donations from Private Sources	32.00	0.00
Total Other Income	<u>32.00</u>	<u>0.00</u>
Net Other Income	32.00	0.00
Net Income	<u>-65,936.20</u>	<u>-132,637.06</u>