

Town of Alexandria

Minutes for Meeting

November 28, 2023

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on November 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 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 October 24, 2023 meeting be reviewed. Alderman Curtis Rutter made a motion to accept the minutes for October 24, 2023 as presented. Motion seconded by Alderman Lynne Dickerson. Motion passed unopposed.

Mayor Bradshaw noted there was no Resident Input.

DEPARTMENT MONTHLY REPORTS

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

Street Report; see attachment B.

Fire Report; see attachment C.

Water/Sewer Report was presented by Mr. Rich Potter. Mr. Potter stated that one of the drives in the Sykes pumping station is not working properly. He is in the process of ordering a new one. Sewer Plant currently has no issues and is testing within limits. The manhole repair on Industrial Drive is almost complete.

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

Engineer Report was presented by Mr. Jerry Warren, Engineer. TDEC ARP funding is progressing through the procurement process. Water & Wastewater Authority of Wilson County water line sale is close to being finalized, awaiting TDEC approval on new pumps. Marq Labs has requested water availability for the fire lines. Mr. Warren presented an estimate for the concrete ramp at the Senior Citizen Center. Discussion was held, and tabled.

Attorney Report was presented by Attorney Vester Parsley. Attorney Parsley talked with an attorney concerning Marq Labs. Attorney Parsley recommended a survey and appraisal to go forward with the variance.

Mayor report was presented by Mayor Bradshaw. Mayor Bradshaw introduced the new Water Clerk and Town Recorder. He requested the Aldermen's help with the Christmas Parade on Sunday, December 3, 2023 at 5:00 pm.

UNFINISHED BUSINESS

None

NEW BUSINESS

Resolution 20231128: A Resolution of the Town of Alexandria Mayor and Board of Aldermen to Declare Certain Property Owned by the Town to be Surplus to the Town's Needs and Directing Disposal of Same was read. Alderman Bearden made a motion to accept Resolution 20231128 as presented. Alderman Dickerson seconded motion. Motion passed unopposed.

Resolution No. 20231128A: A Resolution of the Town of Alexandria, Tennessee Authorizing Participation in the State of Tennessee Local Government Investment Pool, and Designating The Signature Authority For These Accounts was read. Alderman Bearden made motion to accept

Resolution No. 20231128A as presented. Alderman Rutter seconded motion. Motion passed unopposed.

Street paving was discussed and tabled, awaiting estimates on cost of tonnage for bid packets.

Mrs. Tetlow presented two options for bookkeeping/payroll. These options were discussed. Alderman Rutter made motion to discontinue service through Gammon & Drueck CPA, and use Quickbooks online. Alderman Bearden seconded 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

October 24, 2023 to November 28, 2023

Calls: 49

Citations: 17 (92 Total Traffic Stops)

Arrests: 12 (Misdemeanor & Felony Offenses)

Patrol Miles Driven: 2220

Business Door Check: Regularly

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

Overdose Calls: 0 (Fentanyl Related/ Narcan Deployed)

New Business: We have had several guns awarded to the department out of evidence. We are considering all options as to disposal through auction process.

We are currently reviewing contracts and state bids for new police radios. Radios will be funded through department grants at no cost to the town.

Attachment B



Town of Alexandria Street Department

Monthly Street Report
October 19, 2023 - November 21, 2023

<u>Watertown Hardware</u>			
10/2/2023	Keys, hangers, etc	\$13.66	\$13.66
<u>Lebanon Chemical</u>			
11/10/2023	Trash bags, paper towels	\$250.79	\$250.79
<u>Fleet Card</u>			
11/1/2023	Truck gas	\$72.79	
11/10/2023		\$32.86	
10/17/2023		\$33.98	\$139.63
10/19/2023	Mower	\$36.63	\$36.63
10/26/2023	Diesel	\$21.10	\$21.10
		Total	\$461.81



MONTHLY ACTIVITY REPORT
October 25, 2023, to November 27, 2023

- Calls answered, Emergency and Service: **13 Calls.**
- Two Structure Fires- Auto Aid with DeKalb County
- 132 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.
- An additional \$2000 was raised by Wilson Bank & Trust Bake Sale for Extrication Equipment. \$6000 raised total.
- Grant submitted to State for \$160,000. Items requested are; turnout gear, SCBA, gear washer and thermal imaging cameras.

Fire Code & Inspection Activities

- Awaiting fire protection system design from Marq Labs. Finalized apparatus access road plans in zoning meeting.
- Consulted MTAS on Slum Clearance Ordinance.
- Met with Owner of Osbornes Grocery to discuss remodel options.

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

	<u>Jul - Oct 23</u>	<u>Budget</u>
Ordinary Income/Expense		
Income		
Charges for Services	96.45	100.00
Fines, Forfeitures & Penalty	19,357.51	7,000.00
Intergovernmental Revenues	40,189.71	70,390.00
Licenses and Permits	680.00	200.00
Local Taxes	59,419.43	47,140.00
Other Revenues	3.90	0.00
Total Income	<u>119,747.00</u>	<u>124,830.00</u>
Gross Profit	119,747.00	124,830.00
Expense		
General Government		
41110 Legislative Board	442.55	779.00
41210 City Court	1,891.38	2,770.00
41310 Mayor	968.97	3,245.00
41510 City Recorder	106.88	500.00
41530 Accounting & Inter. Audit	6,576.24	6,863.00
41550 Tax Collection and Admin	4,133.66	7,715.00
41620 Town Attorney	1,620.00	2,400.00
41670 Engineering	640.00	
41700 Planning and Zoning	0.00	800.00
41810 Town Hall Building/Ground	6,106.83	7,620.00
Insurance and Surety Bond	-1,250.00	0.00
Total General Government	<u>21,236.51</u>	<u>32,692.00</u>
Health, Welfare, Culture & Rec		
44320 Senior Citizen Facilities	2,069.23	4,700.00
44490 Other Recreation Faciliti	4,309.00	2,500.00
44550 Other	273.35	
44610 Little League Activities	867.00	470.00
44700 Parks	389.49	333.36
Total Health, Welfare, Culture & Rec	<u>7,908.07</u>	<u>8,003.36</u>
Public Safety		
42100 Police	103,728.24	136,220.00
42140 Police Training	220.00	2,000.00
42200 Fire Building and Code	1,584.26	2,463.36
42220 Fire Fighting	4,151.80	4,920.00
42240 Fire Training	0.00	1,000.00
42300 Animal Control	0.00	10.00
42600 Emergency Services	14,100.00	14,865.00
Total Public Safety	<u>123,784.30</u>	<u>161,478.36</u>
Public Works		
43100 Highways and Streets	9,828.10	15,305.70
43160 Street Lighting	3,747.78	4,340.00
49210 Capital Outlay Notes	9,804.00	9,804.00
Total Public Works	<u>23,379.88</u>	<u>29,449.70</u>
Total Expense	<u>176,308.76</u>	<u>231,623.42</u>
Net Ordinary Income	-56,561.76	-106,793.42
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>-56,529.76</u>	<u>-106,793.42</u>

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

	Jul - Oct 23	Budget
Ordinary Income/Expense		
Income		
Sewer Revenues	74,607.88	80,418.29
Water Revenues	243,247.66	244,540.00
Total Income	<u>317,855.54</u>	<u>324,958.29</u>
Gross Profit	317,855.54	324,958.29
Expense		
Bad Debts	2,877.19	0.00
Sewer Department		
52211 Sewer Collection (Lines)	5,200.00	3,600.00
52212 Sewer Lift Stations	4,035.00	5,828.00
52213 Sewer Treatment & Disposa	57,819.31	33,840.00
52214 Laboratory and Testing	3,007.60	3,000.00
52216 Customers' Account & Coll	1,763.72	2,010.00
52217 Administration & General	9,608.41	8,995.00
52220 Depreciation	33,000.00	33,000.00
Total Sewer Department	<u>114,434.04</u>	<u>90,273.00</u>
Water Department		
52111 Source of Supply	54,572.56	52,500.00
52112 Power and Pumping	8,847.47	10,162.46
52114 Transmission and Distribu	33,143.84	60,136.00
52116 Customers' Acct & Collect	7,597.65	8,782.00
52117 Administration & General	15,652.35	15,256.16
52120 Depreciation	25,000.00	25,000.00
Total Water Department	<u>144,813.87</u>	<u>171,836.62</u>
Total Expense	<u>262,125.10</u>	<u>262,109.62</u>
Net Ordinary Income	55,730.44	62,848.67
Other Income/Expense		
Other Income	1,417.71	0.00
Other Expense	8,339.00	8,289.00
Net Other Income	<u>-6,921.29</u>	<u>-8,289.00</u>
Net Income	<u>48,809.15</u>	<u>54,559.67</u>