

## Town of Alexandria

### Minutes for Meeting May 28, 2019

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on May 28, 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: Lloyd Dyer, Lynne Dickerson, Charlie Fraser, and Bridgette Rogers. Quorum established.

Mayor Bennett Armstrong and Attorney Vester Parsley were also present. The meeting commenced with a prayer from Attorney Vester Parsley and the pledge of allegiance.

The meeting began with Mayor Armstrong requesting the minutes from the April 23, 2019 meeting be reviewed. Alderman Lloyd Dyer made a motion to accept the minutes for April 23, 2019 as presented. Motion seconded by Alderman Charlie Fraser. Motion passed unopposed.

#### Public Hearing

#### Zoning

Mayor Armstrong discussed the zoning variances that are currently in place within the town.

Mr. Robert Simpson requested variances for the property located at 338 West Main St. which is referenced as DeKalb County Map 22H Grp A Parcel 37.00, containing approx. 0.31 acres to be subdivided. The Zoning Board recommended variance from the following: Article VI Section 1.4 (4) Lot Area, Lot Width, Rear and Side Yards regarding Minimum lot area (7,500SF), Minimum lot width (75ft), and Minimum rear yard (30ft) as well as Section 1.4 (2.1) Setbacks regarding Collector Streets (40ft), and Minor Streets (30ft) for residential use of any property zoned R-1. Mac Willoughby, Zoning Board member, commented on the recommendation for the subdivision and variances as a need in the community for more housing. Mr. Simpson stated that each lot will support a 24ft x 40ft home. Alderman Bridgette Rogers made a motion to accept the recommendation of the Zoning Board for the variances on 338 West Main St. Motion seconded by Alderman Fraser. Motion passed unopposed.

Mr. Lee Markham and Mr. Lyndon Powell requested variances for the property located at 192 East Main St. which is referenced as DeKalb County Map 22G Grp B Parcel 25.00, containing approx. 0.98 acres to be subdivided. The Zoning Board recommended variance from the following: Article VI Section 1.4 (4) Lot Area, Lot Width, Rear and Side Yards regarding Minimum rear yard (30ft) as well as Section 1.4 (2.1) Setbacks regarding Collector Streets (40ft) and Minor Streets (30ft) for residential use of any property zoned R-1, located at 192 East Main St. Property is referenced as DeKalb County Map 22G Grp B Parcel 25.00, containing approx. 0.98 acres to be subdivided. Mac Willoughby, Zoning Board member, commented on the recommendation for the subdivision and variances. Alderman Fraser made a motion to accept the recommendation of the Zoning Board for the variances on 192 East Main St. Motion seconded by Alderman Rogers. Motion passed unopposed.

Public Hearing for Ordinance 2018-5 2018-2019 Budget Amendment held. There were no changes between the first reading and second reading. Attorney Parsley completed the second reading the Ordinance. Alderman Bridgette Rogers made a motion to accept the Ordinance as read. Motion was seconded by Alderman Fraser. The floor was opened for public comment. Mayor Armstrong requested a roll-call vote.

Dyer – Aye  
Dickerson – Aye  
Frasier – Aye  
Rogers – Aye  
Motion passed.

Mayor Armstrong opened the floor for citizen's comments.

Mr. John Petty presented the engineer report as Jerry Warren was in another council meeting. The sewer maps were presented to the Board as the first step to testing the sewers. 11x17 books with the map and pdf map is also available.

Ms. Sandy Brown, Director of the Senior Center, addressed the Board concerning the needs of the Senior Center. She presented a list of needs for the Senior Center. She expects that the hours will be extended soon. She stated concerns about people trespassing on the property after hours. Additional security lights and cameras would be helpful for security.

Mr. Chris Combs addressed the Board concerning the town purchasing the property known as Regions Bank. Discussion was held concerning the property's value and uses to the town. There is already a bid on the property closing would be in about 30 days. The Board will look into the prospects for a loan and set up a walk through to see if the property would fit the needs of the Town.

#### DEPARTMENT MONTHLY REPORTS

Sewer Report was presented by Dale Smith. Mr. Smith stated that TDEC is changing their general permit requirements they will also be changing to electronic reporting. TDEC will have an open hearing in July to go over the changes. Dewatering box at the sewer plant was discussed and Mr. Smith stated that the digester needs to be emptied the tipping fee will be approximately five hundred dollars (\$500.00) and should be 6-8 loads a year. Alderman Fraser made a motion to accept the sewer report. Motion seconded by Alderman Dyer. Motion passed unopposed.

No water report this month Brian Grisham was out of the office fixing a water leak all day.

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

Fire report was presented by Fire Chief Brian 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 Alderman Dickerson; see attachment C. Total spent \$434.56. Alderman Fraser made a motion to accept the report as presented. Motion seconded by Alderman Rogers. Motion passed unopposed.

Financial report was presented by Mrs. Elizabeth Tetlow, MFO. Mrs. Tetlow went over the Water and Sewer Fund and General Fund; see attachment D. Alderman Dyer made a motion to accept the financial report as presented. Motion seconded by Alderman Fraser. Motion passed unopposed.

Attorney report was presented by Attorney Vester Parsley. Attorney Parsley has the Delinquent Taxes filed. Alderman Fraser made a motion to accept the Attorney's report. Motion was seconded by Alderman Rogers. Motion passed unopposed.

Mayor's report was presented by Mayor Armstrong. He presented the City Park plan to get Watertown's current playground equipment from them when they replace their equipment within the next year. Motion was made to accept the Mayor's report as presented by Alderman Fraser and seconded by Alderman Dickerson. Motion passed unopposed.

OLD BUSINESS

None

NEW BUSINESS

Ordinance 2018-6 2019-2020 Budget - First Reading of Ordinance was held. Alderman Rogers made a motion to accept the ordinance as read. Alderman Dyer seconded the motion. Motion passed unopposed.

Ordinance 2018-7 Water and Sewer Rates - First Reading of Ordinance was held. Alderman Fraser made a motion to accept the ordinance as read. Alderman Dickerson seconded the motion. Motion passed unopposed.

Resolution 20190528-A - Deferred Comp 401(k) was read. Alderman Fraser made a motion to accept the ordinance as read. Alderman Dickerson seconded the motion. Motion passed unopposed.

Resolution 20190528-B - Deferred Comp 457(b) was read. Alderman Dyer made a motion to accept the ordinance as read. Alderman Fraser seconded the motion. Motion passed unopposed.

Resolution 20190528-C - Capitalization Thresholds was read. Alderman Dyer made a motion to accept the ordinance as read. Alderman Fraser seconded the motion. Motion passed unopposed.

Resolution 20190528-D - Title VI Policy and LEP Implementation Plan was read. Alderman Rogers made a motion to accept the ordinance as read. Alderman Dyer seconded the motion. Motion passed unopposed.

Discussion was held concerning the Sewer Contract. Alderman Dyer informed Mr. Dale Smith that the Town would not be renewing his contract to manage the Sewer System.

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

MAYOR\_\_\_\_\_

ATTESTED\_\_\_\_\_

RECORDER\_\_\_\_\_

## Alexandria Police Department



### Monthly Activity Report

*April 23, 2019 to May 27, 2019*

Calls: 59

Citations: 61

Arrests: 4

Patrol Miles Driven: 3145

Business Door Check: 152

Church Door Checks: 29

#### New Business:

Alexandria Police Department in partnership with the DeKalb County Drug Coalition hosted the Drug Take Back event at city hall on April 27<sup>th</sup> and collected 22.4 pounds of unwanted/unused prescription medications.

Nine (9) Ordinance letters sent to property owners for violation of Overgrown/Dirty Lots

Alexandria Police Department participated in the Older Americans Day on May 8, 2019 at the DeKalb County Complex.



## ALEXANDRIA FIRE DEPARTMENT

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

### MONTHLY ACTIVITY REPORT

**March 26 – May 28, 2019**

- Calls answered, Emergency and Service: **5 Calls.**  
5 calls in city limits, 11 responders
- Average responders per call **2 Per call**
- John Partridge completed Fire Officer III class.
- No missed calls in this period.
- Grant received from Harbor Freight Tools for a portable generator valued at \$499. Both engines now have new generators.
- EVS donated 11 sections of new fire hose.
- Still awaiting response from DTC and Firehouse Subs Grants (\$2,200 and \$28,200)
- Two new sets of fire gear ordered.



**Monthly Street Report  
April 23, 2019 – May 28, 2019**

Alexandria Auto Parts

05-01-19 Stein Mix PS Fluids \$ 14.39

Fleet Card

04-22-19	Truck gas	\$ 27.80	
04-25-19	Truck gas	\$ 31.95	
05-07-19	Truck gas	\$ 44.69	
05-10-19	Truck gas	\$ 30.61	
05-14-19	Truck gas	\$ 19.16	
05-20-19	Truck gas	\$ 34.56	
05-24-19	Truck gas	\$ 36.61	
			\$ 225.38
04-22-19	Mower gas	\$ 25.86	
04-29-19	Mower gas	\$ 23.85	
05-02-19	Mower gas	\$ 23.80	
05-09-19	Mower gas	\$ 23.96	
05-13-19	Mower gas	\$ 23.15	
05-16-19	Mower gas	\$ 24.46	
05-20-19	Mower gas	\$ 25.26	
05-23-19	Mower gas	\$ 12.93	
05-23-19	Tractor gas	\$ 11.52	
			<u>\$ 194.79</u>
<b>Total</b>			<b>\$ 434.56</b>

6:33 PM 05/28/19 Accrual Basis	Town of Alexandria - Water & Sewer Fund Profit & Loss Budget vs. Actual July 2018 through June 2019		
		Jul '18 - Jun 19	Budget
Ordinary Income/Expense			
Income			
Debt Recovery		340.75	
Income		630,520.91	749,042.00
Tap Fees			
Sewer		30,000.00	
Water		34,000.00	
Tap Fees - Other		3,117.08	20,000.00
Total Tap Fees		67,117.08	20,000.00
Total Income		697,978.74	769,042.00
Gross Profit		697,978.74	769,042.00
Expense			
Advertising		87.50	42.00
Annual Audit		2,450.00	2,500.00
Bad Debts		208.75	1,805.00
Bank Service Charge		7.00	238.00
Contract Labor			
Sewer		40,009.52	
Water			
Blow Off/Hydrant Install		3,125.00	
Leak Repair 2		40,000.00	
Meter Install/Change out		2,500.00	
Water - Other		55,000.00	
Total Water		100,625.00	
Contract Labor - Other		0.00	123,810.00
Total Contract Labor		140,634.52	123,810.00
Depreciation Account Transfer		0.00	57,576.00
Dues		3,826.80	4,215.00
Equipment Purchase		19,560.00	19,560.00
Insurance		14,456.00	14,478.00
Miscellaneous		0.00	18,107.00
Office Supplies		1,020.19	4,022.00
Postage		3,424.49	3,249.00
Reimbursement of overpayment		309.03	0.00
Rent Expense		108.99	16,392.00
Repairs		7,575.68	
Salaries		23,545.75	27,000.00
Sewer Contracted Services		10,957.50	9,514.00
Sewer Supplies		19,104.02	28,440.00
Supplies		0.00	1,532.00

	Jul '18 - Jun 19	Budget
Tap Install Fees		
Equipment Rental	2,892.08	
Sewer Tap	25,000.00	
Water Tap	30,000.00	
Total Tap Install Fees	57,892.08	
Telephone		
Telemetry	594.66	0.00
Telephone - Other	81.88	660.00
Total Telephone	676.54	660.00
Utilities		
Utilities Sewer		
Sewer Plant Water Expense	1,609.05	600.00
Utilities Sewer - Other	25,821.66	
Total Utilities Sewer	27,430.71	600.00
Utilities Water	23,811.34	
Utilities - Other	0.00	54,708.00
Total Utilities	51,242.05	55,308.00
Water Contracted Services	440.00	
Water Purchased	274,640.80	326,011.00
Water Sales Tax	0.00	35,308.00
Water Supplies	26,864.81	58,504.00
Total Expense	659,032.50	808,271.00
Net Ordinary Income	38,946.24	-39,229.00
Other Income/Expense		
Other Income	971.42	130.00
Net Other Income	971.42	130.00
Net Income	39,917.66	-39,099.00

6:19 PM

05/28/19

Accrual Basis

Town of Alexandria  
Profit & Loss Budget vs. Actual  
July 2018 through June 2019

	Jul '18 - Jun 19	Budget
Ordinary Income/Expense		
Income		
Property Taxes		
Int & Pen on Property Taxes	830.20	
Current Year Property Taxes	88,731.00	96,117.00
Ad Valorem	16,055.00	23,000.00
Prior Year Property Taxes	5,158.99	3,000.00
Total Property Taxes	110,775.19	122,117.00
Citations	28,047.22	35,000.00
Intergovernmental Revenues		
State beer tax	447.20	
City Income Tax	1,936.52	
Grants	36,200.00	32,000.00
Local Sales Tax - County	89,119.12	60,000.00
State Excise Tax	7,270.51	3,000.00
State gasoline & fuel tax	29,482.51	27,000.00
State Sales Tax	70,325.31	74,000.00
Telecommunication- State	5,099.64	6,000.00
TVA in Lieu of Tax	8,579.52	11,300.00
Total Intergovernmental Revenues	248,460.33	213,300.00
Other Revenues		
Beer Permit	800.00	500.00
Donations	2,940.00	3,350.00
Miscellaneous Income	43.55	0.00
Zoning/Variance	800.00	
Total Other Revenues	4,583.55	3,850.00
Rent and Lease Payments		
Charter Rent	1,500.00	1,800.00
Seay Church	2,750.00	3,000.00
Total Rent and Lease Payments	4,250.00	4,800.00
Supplement salary-Police	209.00	1,800.00
Taxes		
Cable TV Franchise Fee	10,441.31	7,600.00
Wholesale Beer Tax	33,536.91	41,230.00
Total Taxes	43,978.22	48,830.00
Total Income	440,303.51	429,697.00
Gross Profit	440,303.51	429,697.00
Expense		
Eastview Cemetery Repair and Ma	2,000.00	
Fire Department		
Professional Fees	278.98	240.00

	Jul '18 - Jun 19	Budget
Police Department		
E-911	28,200.00	28,200.00
Gas	7,725.68	8,000.00
Materials, Equipment & Supplies	4,947.27	6,000.00
Miscellaneous	735.70	750.00
Police Department Wireless	1,337.19	2,000.00
Salaries	132,364.51	134,000.00
Training of Personnel	1,342.04	1,250.00
Vehicle Repairs & Maintenance	2,414.82	2,000.00
<b>Total Police Department</b>	<b>179,067.21</b>	<b>182,200.00</b>
Senior Citizens		
Miscellaneous	55.17	117.00
Repairs & Maintenance	0.00	1,000.00
Supplies	0.00	8.00
Utilities	3,886.40	4,832.00
<b>Total Senior Citizens</b>	<b>3,941.57</b>	<b>5,957.00</b>
Streets Dept.		
Asphalt & Paving Materials	480.15	500.00
Electric & Gas Utilities	10,174.86	10,068.00
Equipment Repairs	1,859.17	170.00
Gasoline	2,636.47	2,571.00
Materials & Supplies	2,041.40	3,068.00
Miscellaneous	95.14	150.00
Streets Dept. Salaries	36,829.77	38,000.00
Uniforms/Safety Equipment	0.00	200.00
Vehicle Repairs	226.86	2,200.00
Wireless	131.60	201.00
<b>Total Streets Dept.</b>	<b>54,475.42</b>	<b>57,128.00</b>
<b>Total Expense</b>	<b>334,752.58</b>	<b>362,893.00</b>
<b>Net Ordinary Income</b>	<b>105,550.93</b>	<b>66,804.00</b>
Other Income/Expense		
Other Income	3,089.01	5,000.00
Other Expense	590.53	0.00
<b>Net Other Income</b>	<b>2,498.48</b>	<b>5,000.00</b>
<b>Net Income</b>	<b>108,049.41</b>	<b>71,804.00</b>