

## Town of Alexandria

### Minutes for Meeting

February 27, 2024

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on February 27, 2024 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 January 23, 2024 meeting be reviewed. Alderman Curtis Rutter made a motion to accept the minutes for January 23, 2024 as presented. Motion seconded by Alderman Lynn Dickerson. Motion passed unopposed.

Mayor Bradshaw requested the Board to consider Jeff Ford for appointment to the Board as Alderman. A discussion was held. Alderman Donnie Bearden made a motion to appoint Jeff Ford to the position of Alderman. Alderman Rutter seconded the motion. Motion passed unopposed.

Jeff Ford was sworn in to the position of Alderman by Attorney Vester Parsley.

Mayor Bradshaw requested a new roll call. Council members in attendance were: Lynne Dickerson, Curtis Rutter, Donnie Bearden and Jeff Ford. Quorum established.

Mayor Bradshaw noted there was no Resident Input.

Customer Hearing - none

#### DEPARTMENT MONTHLY REPORTS

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

Street Report; see attachment B.

Fire Report was presented by Chief John Partridge; see attachment C. Chief Partridge recognized Bubba and Diane Blaire and the Alexandria Fire Fighters Association for their fundraising efforts. A discussion was held regarding applying for the FEMA Assistance to Fire Fighters Grant Apparatus Replacement with a maximum award amount eight hundred and fifty thousand dollars (\$850,000.00). If awarded, Town of Alexandria's match would be forty-two thousand dollars (\$42,500.00). Alderman Dickerson made motion for Chief Partridge to apply for the FEMA Apparatus Replacement grant with the Town of Alexandria's matching funds being forty-two thousand dollars (\$42,000.00). Alderman Rutter seconded the motion. Motion passed unopposed.

Discussion was held regarding the FEMA grant for Self-Contained Breathing Apparatus replacement with the requested amount one hundred and forty thousand dollars (\$140,000.00). if awarded, the Town of Alexandria's match would be seven thousand dollars (\$7,000.00). Alderman Bearden made a motion for Chief Partridge to apply for the FEMA Self-Contained Breathing Apparatus grant with the Town of Alexandria's matching funds to be (\$7,000.00). Alderman Dickerson seconded motion. Motion passed unopposed.

Water/Sewer Report was presented by Mr. Rich Potter and Mr. Brian Grisham. Mr. Potter presented the Board with the CCR for Alexandria and Smith Utility District to be posted. Locust Street has a significant leak off an unused 2 inch galvanized line that needs to be repaired. This includes pipe that is under the curb and gutter. There is additional inflow in the sewer line off Industrial Drive toward Edgewood. Mr. Potter presented three estimates to camera the line with a three hundred foot (300) camera. Discussion was held. Estimates ranged from one thousand

seven hundred sixty-nine dollars and sixty-eight cents (\$1769.68) to three thousand five hundred and fifteen dollars and fifteen cents (\$3515.15). Discussion was held concerning meter box repairs.

Alderman Bearden made a motion to approve the estimated one thousand seven hundred sixty-nine dollars and sixty-eight cents (\$1769.68) to camera the sewer line at Industrial Drive toward Edgewood. Alderman Rutter seconded the motion. Motion passed unopposed.

Financial Report was presented by Mrs. Elizabeth Tetlow; see attachment D. Mrs. Tetlow presented the FY 23 Audit. The audit contract for FY 24 with John Poole was discussed. Alderman Rutter made motion for Mrs. Tetlow to sign the audit contract for FY 24 with John Poole, CPA. Alderman Bearden seconded the motion. Motion passed unopposed. Budget meeting date was discussed and set for Monday, March 11, 2024 at 6PM.

Engineer Report was presented by Mr. Jerry Warren, Engineer. TDOT contractor moved a section of waterline on their own at no cost to the Town. TDEC ARPA projects are moving forward. Mr. Warren reviewed the status of the Goose Creek pump station. New pumps and the master meter have been installed and are working. Mr. Warren will be discussing the progress with the Water and Wastewater Authority of Wilson County.

Attorney Report – none

Mayor report was presented by Mayor Bradshaw. Mayor Bradshaw recognized Police Department for their dedicated work in securing the Town.

UNFINISHED BUSINESS

NEW BUSINESS

First Reading-Ordinance No. 2024-01 An Ordinance Amending Title 9 Chapter 1 Section 109 Of The Town Of Alexandria Tennessee Codes. Discussion was held. Alderman Rutter made a motion to accept the first reading of Ordinance No. 2024-01 as presented. Alderman Bearden seconded the motion. Motion passed unopposed.

Engineer Warren presented the paving bid schedule for Laverne and Flemming Streets. Rogers Group Inc presented the lowest bid. A discussion was held. Alderman Bearden made a motion to accept the bid from Rogers Group for forty-five thousand two hundred and forty dollars (\$45,240.00). Alderman Rutter seconded the motion. Motion passed unopposed.

Mayor Bradshaw presented the estimate from Smith's Fence to replace the fence and gate at Town Hall. Estimate was for five thousand dollars (\$5000.00). A discussion was held. Alderman Bearden made a motion to proceed with the fence and gate replacement using Smith's Fence. Alderman Rutter seconded motion. Motion passed unopposed.

Mayor Bradshaw presented bid for Electrical work. Discussion was tabled to get further bidding.

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

MAYOR \_\_\_\_\_

ATTESTED \_\_\_\_\_

RECORDER \_\_\_\_\_

## Alexandria Police Department



### Monthly Activity Report

*January 23, 2024 to February 27, 2024*

Calls: 42  
 Citations: 13 (63 Total Traffic Stops)  
 Arrests: 8 (Misdemeanor & Felony Offenses)  
 Guns Recovered: 4  
 Business Door Check: Regularly (Park is being locked in the evenings due to problems)  
 Church Door Checks: Regularly (as well as general property checks)  
 Overdose Calls: 2 (Fentanyl Related/ Narcan Deployed)

**New Business:** Officers have begun in-service training through classes with the DeKalb County Sheriff's Office, The Tennessee Drug Task Force, & the Tennessee Highway Safety Office. This required training should conclude around the end of March with each officer completing required 40-hr in-service training.



## Town of Alexandria Street Department

### Monthly Street Report January 20, 2024 to February 23, 2024

<u>Auto Parts</u>	Misc		
	Fuel Stabilizer 2 cycle	\$ 19.24	\$ 19.24
<u>Fleet Card</u>			
	2/2/2024 Truck gas	\$56.80	
	2/12/2024	\$39.60	
	2/22/2024	\$38.19	
	1/25/2024	\$33.19	\$167.78
	2/15/2024 Diesel	\$18.33	
	1/25/2024	\$15.38	
	2/22/2024	\$20.15	\$53.86
	<b>Total</b>		<b>\$ 240.88</b>



## ALEXANDRIA FIRE DEPARTMENT

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

### MONTHLY ACTIVITY REPORT January 23, 2023 to February 27, 2023

- Calls answered, Emergency and Service: **14 Calls.**
- 25 calls year-to-date.
- One commercial structure fire, mutual aid with DeKalb Fire.
- 17 total members
- Applied for turnout gear through the TN State Fire Marshall's Office Grant.
- Requesting motion to apply for two FEMA Assistance to Firefighters Grants
  - Apparatus replacement \$850,000 maximum award amount, Town of Alexandria match would be \$42,500.
  - Self-Contained Breathing Apparatus replacement \$140,000 requested amount, Town of Alexandria match would be \$7,000.
- Applying for Middle Tennessee Natural Gas grant for portable radios.

General Government Budget v Actual  
2023-2024

	Jul - Jan 24	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
Charges for Services	208.45	250.00
Fines, Forfeitures & Penalty	31,546.98	12,500.00
Intergovernmental Revenues	89,852.20	121,432.00
Licenses and Permits	1,020.00	500.00
Local Taxes	158,566.90	141,720.00
Other Revenues	9.84	0.00
<b>Total Income</b>	<b>281,204.37</b>	<b>276,402.00</b>
<b>Gross Profit</b>	<b>281,204.37</b>	<b>276,402.00</b>
<b>Expense</b>		
<b>General Government</b>		
41110 Legislative Board	567.55	1,229.00
41210 City Court	4,835.64	4,850.00
41310 Mayor	1,783.95	3,515.00
41510 City Recorder	6,113.57	600.00
41530 Accounting & Inter. Audit	15,186.37	13,657.00
41550 Tax Collection and Admin	5,024.98	7,865.00
41620 Town Attorney	4,489.00	4,400.00
41670 Engineering	640.00	
41700 Planning and Zoning	1,125.00	1,300.00
41810 Town Hall Building/Ground	9,627.13	11,610.00
Insurance and Surety Bond	-1,250.00	0.00
<b>Total General Government</b>	<b>48,143.19</b>	<b>51,026.00</b>
<b>Health, Welfare, Culture &amp; Rec</b>		
44320 Senior Citizen Facilities	3,259.67	5,665.00
44490 Other Recreation Faciliti	4,309.00	2,500.00
44500 Spectator Recreation	650.00	650.00
44550 Other	273.35	
44610 Little League Activities	867.00	470.00
44700 Parks	479.94	470.85
<b>Total Health, Welfare, Culture &amp; Rec</b>	<b>9,838.96</b>	<b>9,755.85</b>
<b>Public Safety</b>		
42100 Police	159,925.99	229,944.00
42140 Police Training	220.00	2,000.00
42200 Fire Building and Code	2,378.78	4,238.35
42220 Fire Fighting	27,550.20	6,520.00
42240 Fire Training	29.50	1,500.00
42300 Animal Control	0.00	10.00
42600 Emergency Services	21,960.00	23,497.50
<b>Total Public Safety</b>	<b>212,064.47</b>	<b>267,709.85</b>
<b>Public Works</b>		
43100 Highways and Streets	15,690.66	24,358.80
43160 Street Lighting	6,653.86	7,580.00
49210 Capital Outlay Notes	17,157.00	17,157.00
<b>Total Public Works</b>	<b>39,501.52</b>	<b>49,095.80</b>
<b>Total Expense</b>	<b>309,548.14</b>	<b>377,587.50</b>
<b>Net Ordinary Income</b>	<b>-28,343.77</b>	<b>-101,185.50</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
Donations from Private Sources	603.00	650.00
<b>Total Other Income</b>	<b>603.00</b>	<b>650.00</b>
<b>Other Expense</b>		
Other Government Functions	5,000.00	5,000.00
<b>Total Other Expense</b>	<b>5,000.00</b>	<b>5,000.00</b>
<b>Net Other Income</b>	<b>-4,397.00</b>	<b>-4,350.00</b>
<b>Net Income</b>	<b>-32,740.77</b>	<b>-105,535.50</b>

Water and Sewer Budget v Actual  
2023-2024

	Jul 23 - Jan 24	Budget
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>Sewer Revenues</b>		
37210 Sewer Charges	127,543.29	131,808.12
37291 Forfeited Disc & Penalty	1,758.77	0.00
37296 Sewer Tap Fees	6,000.00	3,000.00
37299 Other Revenues S	500.00	500.00
<b>Total Sewer Revenues</b>	<b>135,802.06</b>	<b>135,308.12</b>
<b>Water Revenues</b>		
37110 Metered Water Sales	391,321.54	401,230.00
37120 Flat Rate Water Sales	60.00	0.00
37191 Forfeited Disc & PenaltyW	18,924.06	0.00
37193 Service Charges	5,026.30	0.00
37195 Installation Charges W	500.00	1,000.00
37196 Water Tap Fees	12,640.00	2,500.00
37199 Other Revenues W	559.50	0.00
<b>Total Water Revenues</b>	<b>429,031.40</b>	<b>404,730.00</b>
<b>Total Income</b>	<b>564,833.46</b>	<b>540,038.12</b>
<b>Gross Profit</b>	<b>564,833.46</b>	<b>540,038.12</b>
<b>Expense</b>		
<b>Bad Debts</b>	2,877.19	0.00
<b>Sewer Department</b>		
52211 Sewer Collection (Lines)	13,000.00	4,800.00
52212 Sewer Lift Stations	9,462.11	10,205.00
52213 Sewer Treatment & Disposa	80,725.11	59,227.50
52214 Laboratory and Testing	2,597.22	5,250.00
52216 Customers' Account & Coll	2,597.22	3,510.00
52217 Administration & General	10,575.41	9,994.00
52220 Depreciation	57,750.00	57,750.00
<b>Total Sewer Department</b>	<b>176,707.07</b>	<b>150,736.50</b>
<b>Water Department</b>		
52111 Source of Supply	107,585.00	105,000.00
52112 Power and Pumping	16,086.84	17,824.64
52114 Transmission and Distribu	64,508.95	92,307.00
52116 Customers' Acct & Collect	12,370.31	16,219.00
52117 Administration & General	30,118.25	22,516.57
52120 Depreciation	43,750.00	43,750.00
Water Department - Other	190.00	
<b>Total Water Department</b>	<b>274,609.35</b>	<b>297,617.21</b>
<b>Total Expense</b>	<b>454,193.61</b>	<b>448,353.71</b>
<b>Net Ordinary Income</b>	<b>110,639.85</b>	<b>91,684.41</b>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
Total Other Income	7,451.16	0.00
<b>Total Other Income</b>	<b>7,451.16</b>	<b>0.00</b>
<b>Other Expense</b>		
52624 Interest on Bonds, Notes	14,739.11	14,739.11
52629 Other Non-Operating Expense	25,750.00	0.00
<b>Total Other Expense</b>	<b>40,489.11</b>	<b>14,739.11</b>
<b>Net Other Income</b>	<b>-33,037.95</b>	<b>-14,739.11</b>
<b>Net Income</b>	<b>77,601.90</b>	<b>76,945.30</b>