

Town of Alexandria

Minutes for Meeting

March 26, 2024

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on March 26, 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, Donnie Bearden, and Jeff Ford. Quorum established. Also in attendance was Attorney Vester Parsley. Attorney Parsley addressed the Board regarding the receipt of Mayor Russell Bradshaw's resignation, effective immediately, resulting in Vice Mayor Curtis Rutter assuming the role of Mayor. The meeting commenced with a prayer led by Attorney Vester Parsley and the Pledge of Allegiance.

Mayor Rutter requested that the minutes from February 27, 2024 meeting be reviewed. Alderman Lynne Dickerson made a motion to accept the minutes February 27, 2024 as presented. Motion seconded by Alderman Donnie Bearden. Motion passed unopposed.

Public Hearing for the Second Reading - Ordinance No. 2024-01 An Ordinance Amending Title 9 Chapter 1 Section 109 of The Town of Alexandria Tennessee Codes. Mayor Rutter opened the floor for comments. Having no comments made, Mayor Rutter closed the floor. Alderman Bearden made a motion to accept the second reading of Ordinance No. 2024-01 as presented. Alderman Dickerson seconded the motion. Motion passed unopposed.

Mayor Rutter noted there was no Resident Input.

Customer Hearing – Randy Mercer of 12 Cedarwood Ln addressed the Board concerning the bulk water tap attached to the Sykes Pump Station. Discussion was held. Mr. Mercer was given the option to get bulk water at Town Hall.

DEPARTMENT MONTHLY REPORTS

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

Street Report; see attachment B. TDOT Bridge evaluation for Edgewood St was presented to the Board. Mrs. Elizabeth Tetlow informed the Board that she would be requesting a two week extension to make the necessary sign repairs.

Fire Report was presented by Chief John Partridge; see attachment C. Chief Partridge informed the Board that he would be meeting with John Eskew from MTAS on April 9th to review the Town's Slum Ordinance.

Water/Sewer Report was presented by Mr. Rich Potter and Mr. Brian Grisham. The status of the EQ basin was discussed by Mr. Potter. Mr. Potter discussed the purchase of a three hundred foot (300ft) manual push sewer camera to find I&I coming from Industrial that is flowing through the plant. Renting would cost approximately seven hundred and fifty dollars (\$750.00) while purchasing one would cost approximately one thousand and two hundred and eighty dollars (\$1280.00).

Financial Report was presented by Mrs. Elizabeth Tetlow CMFO: see attachment D. Budget meeting date was discussed and set for April 9, 2024 at 6PM. Mrs. Tetlow presented Resolution 20240326 A Resolution of the Town of Alexandria Tennessee Designating the Signature Authority for Certain Banks. Removing Russell Bradshaw and adding Curtis Rutter. A discussion was held. Alderman Bearden made a motion to accept Resolution 20240326 as presented. Alderman Dickerson seconded motion. Motion passed unopposed.

Engineer Report was presented by Mr. Jerry Warren, Engineer. He is currently working on plans for the ARP projects. Mr Warren will meet with TDEC presenting plans regarding meter

installations. High St Lift station and Sykes Booster Pump are progressing. Wilson Water project new pumps and master meter have been installed and are being monitored.

Attorney Report – Attorney Parsley stated he received an email from Attorney Keyne Villert concerning Marque of Brands. He had questions regarding parcel of land they are wanting to purchase. The appraisal of the property was three thousand dollars (\$3000.00). Attorney Villert is requesting the Fair board’s lease agreement be amended to remove the property in question. Discussion was held. Alderman Bearden made a motion to amend the lease agreement as presented. Alderman Dickerson seconded the motion. Motion passed unopposed.

Mayor report was presented by Mayor Rutter. Mayor Rutter brought to the Board’s attention that some of the local store owners would like to meet with the Board to discuss how to bring more businesses and business to the Town.

UNFINISHED BUSINESS

None

NEW BUSINESS

US Bicycle Route 80 through Alexandria, was presented for possible bicycle route connecting Memphis TN to North Carolina.

First Reading-Ordinance No. 2024-02 An Ordinance Of Establishing Impound Rates and Fees. Alderman Bearden made a motion to accept the first reading of Ordinance No. 2024-02 as presented. Alderman Dickerson seconded motion. Motion passed unopposed.

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

MAYOR _____

ATTESTED _____

RECORDER _____

Attachment A

Alexandria Police Department



Monthly Activity Report

February 27, 2024 to March 26, 2024

Calls: 37

Citations: 6 (55 Total Traffic Stops)

Arrests: 9 (Misdemeanor & Felony Offenses)

Guns Recovered: 1

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: 0 (Fentanyl Related/ Narcan Deployed)

New Business: Officers have completed in-service training which includes specialized training for Officer Franks to completed a 32-hr Advanced Roadside Impaired Driving Enforcement (ARIDE). Chief Bryant will complete his in-service training on 4/2-4/3 in Cookeville.

Spoke with residents in regards to some vacant properties in the city. Officers have been conducting extra patrols regarding these areas of concern.

I am in the process of completing the Tennessee Highway Safety Grant for the 2024-2025 year. This grant will see funding increase from \$5,000 to \$10,000. This funding will be split evenly between overtime for officers and equipment the department may need.



**Monthly Street Report
February 24, 2024 to March 22, 2024**

<u>Watertown Hardware</u>	Misc			
	3/5/2024	Bulbs, keys	\$ 24.44	\$ 24.44
	3/12/2024	Bulbs, keys	\$ 35.97	\$ 35.97
				<u>\$ 60.41</u>
<u>Fleet Card</u>	3/1/2024	Truck gas	\$42.24	\$ 42.24
	3/12/2024		\$42.85	\$ 42.85
	3/15/2024		\$33.05	\$ 33.05
	3/12/2024	Mower gas	\$16.89	\$ 16.89
	3/15/2024		\$19.05	\$ 19.05
				<u>\$ 154.08</u>
<u>Ronnie Parker</u>	3/20/2024	Mower Service	\$ 214.00	\$ 214.00
				<u>\$ 428.49</u>
		Total		\$ 428.49



ALEXANDRIA FIRE DEPARTMENT

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

**MONTHLY ACTIVITY REPORT
February 28, 2023 to March 26, 2023**

- Calls answered, Emergency and Service: **9 Calls.**
- 34 calls year-to-date.
- 16 total members
- 1 new applicant
- Received TN State Fire Marshall's Office Grant for 5 sets of Turnout gear. **\$21,630**
- Repairs and complete service completed on Engine 76. **\$1,205**
- Extrication Tool Received; in-service training will be in April.

Town of Alexandria - Water & Sewer Fund
Budget vs. Actuals: FY 2023_2024 - FY24 P&L
July 2023 - February 2024

	Actual	Total Budget	Remaining
Income			
Sewer Revenues	165,114	154,028	(11,086)
Water Revenues	504,167	463,100	(41,067)
Total Income	<u>\$ 669,281</u>	<u>\$ 617,128</u>	<u>\$ (52,153)</u>
Gross Profit	<u>\$ 669,281</u>	<u>\$ 617,128</u>	<u>\$ (52,153)</u>
Expenses			
Bad Debts	2,877		(2,877)
Sewer Department			0
52211 Sewer Collection (Lines)	\$ 13,800	\$ 7,200	\$ (6,600)
52212 Sewer Lift Stations	\$ 9,582	\$ 11,664	\$ 2,082
52213 Sewer Treatment & Dispos	\$ 93,189	\$ 67,692	\$ (25,497)
52214 Laboratory and Testing	3,008	6,000	2,992
52216 Customers' Account & Coll	\$ 2,754	\$ 4,010	\$ 1,256
52217 Administration & General	\$ 10,575	\$ 10,311	\$ (264)
52220 Depreciation	66,000	66,000	0
Total Sewer Department	<u>\$ 198,908</u>	<u>\$ 172,877</u>	<u>\$ (26,031)</u>
Water Department			
52111 Source of Supply	137,406	122,500	(14,906)
52112 Power and Pumping	\$ 18,488	\$ 20,379	\$ 1,891
52114 Transmission and Distribu	\$ 93,011	\$ 104,564	\$ 11,553
52116 Customers' Acct & Collect	\$ 13,378	\$ 18,406	\$ 5,028
52117 Administration & General	\$ 29,800	\$ 24,448	\$ (5,352)
52120 Depreciation	\$ 50,000	\$ 50,000	\$ -
Total Water Department	<u>\$ 342,083</u>	<u>\$ 340,297</u>	<u>\$ (1,786)</u>
Total Expenses	<u>\$ 543,868</u>	<u>\$ 513,174</u>	<u>\$ (30,694)</u>
Net Operating Income	<u>\$ 125,413</u>	<u>\$ 103,954</u>	<u>\$ (21,459)</u>
Other Income			
Total Other Income	\$ 8,234	\$ -	\$ (8,234)
Total Other Income	<u>\$ 8,234</u>	<u>\$ -</u>	<u>\$ (8,234)</u>
Other Expenses			
52624 Interest on Bonds, Notes	\$ 16,577	\$ 16,577	\$ (0)
52629 Other Non-Operating Expen	\$ 28,260	\$ -	\$ (28,260)
Total Other Expenses	<u>\$ 44,837</u>	<u>\$ 16,577</u>	<u>\$ (28,260)</u>
Net Other Income	<u>\$ (36,604)</u>	<u>\$ (16,577)</u>	<u>\$ 20,027</u>
Net Income	<u>\$ 88,809</u>	<u>\$ 87,377</u>	<u>\$ (1,432)</u>

Town of Alexandria
Budget vs Actual
July 2023 - February 2024

	Jul '23 - Jun 24	
	Actual	Budget
Ordinary Income/Expense		
Income		
Charges for Services	208.45	350.00
Fines, Forfeitures & Penalty	32,209.28	20,000.00
Intergovernmental Revenues	107,166.69	249,918.00
Licenses and Permits	1,120.00	600.00
Local Taxes	225,784.12	287,577.00
Other Revenues	15.79	0.00
Total Income	<u>366,504.33</u>	<u>558,445.00</u>
Gross Profit	366,504.33	558,445.00
Expense		
General Government		
41110 Legislative Board	642.55	2,008.00
41210 City Court	5,436.39	7,850.00
41310 Mayor	1,833.95	3,965.00
41510 City Recorder	7,805.52	900.00
41530 Accounting & Inter. Audit	16,545.94	24,445.00
41550 Tax Collection and Admin	5,016.96	8,115.00
41620 Town Attorney	5,269.00	8,000.00
41670 Engineering	1,542.50	
41700 Planning and Zoning	1,275.00	2,150.00
41810 Town Hall Building/Ground	11,161.75	18,560.00
Insurance and Surety Bond	-1,250.00	0.00
Total General Government	<u>55,279.56</u>	<u>75,993.00</u>
Health, Welfare, Culture & Rec		
44320 Senior Citizen Facilities	3,857.03	7,090.00
44490 Other Recreation Faciliti	4,309.00	2,500.00
44500 Spectator Recreation	650.00	650.00
44550 Other	273.35	0.00
44610 Little League Activities	867.00	470.00
44700 Parks	479.94	700.00
Total Health, Welfare, Culture & Rec	<u>10,436.32</u>	<u>11,410.00</u>
Public Safety		
42100 Police		
42100 Police	179,301.68	316,308.00
42140 Police Training	220.00	3,000.00
42200 Fire Building and Code	2,625.90	7,030.00
42220 Fire Fighting	27,749.09	8,550.00
42240 Fire Training	29.50	2,500.00
42300 Animal Control	0.00	10.00
42600 Emergency Services	21,960.00	32,130.00
Total Public Safety	<u>231,886.17</u>	<u>369,528.00</u>
Public Works		
43100 Highways and Streets	17,128.03	73,455.00
43160 Street Lighting	7,598.81	13,000.00
49210 Capital Outlay Notes	19,608.00	29,412.00
Total Public Works	<u>44,334.84</u>	<u>115,867.00</u>
Total Expense	<u>341,936.89</u>	<u>572,798.00</u>
Net Ordinary Income	24,567.44	-14,353.00
Other Income/Expense		
Other Income		
Total Donations from Private Sources	603.00	650.00
Total Other Income	603.00	650.00
Other Expense		
Other Government Functions		
51620 Operating Tnsfr to SpReFu	5,000.00	5,000.00
Total Other Government Functions	5,000.00	5,000.00
Total Other Expense	5,000.00	5,000.00
Net Other Income	-4,397.00	-4,350.00
Net Income	<u>20,170.44</u>	<u>-18,703.00</u>