

Town of Alexandria

Minutes for Meeting

April 23, 2024

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on April 23, 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, Donnie Bearden, and Jeff Ford. Quorum established. Mayor Curtis Rutter was also present. The meeting commenced with a prayer led by Attorney Vester Parsley and the Pledge of Allegiance.

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

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

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

Mayor Rutter requested that the minutes from March 26, 2024 meeting be reviewed. Alderman Donnie Bearden made a motion to accept the March 26, 2024 minutes as presented. Motion seconded by Alderman Lynne Dickerson. Motion passed unopposed.

Public hearing for the Second Reading-Ordinance No. 2024-02 An Ordinance Of Establishing Impound Rates and Fees. 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. 2024-02 as presented. Alderman Dickerson seconded motion. Motion passed unopposed.

Public hearing for Zoning Variance for 291 Edgewood Map 022B Grp A Parcel 004.00. Mayor Rutter opened the floor for comments. Having no comments made, Mayor Rutter closed the floor. Alderman Bearden made a motion to accept the Zoning Variance 291 Edgewood St, Alderman Dickerson seconded. Motion passed unopposed.

Mayor Rutter noted there was no Resident Input.

Customer Hearing – Mrs. Bill Corley 109 Goodner Lane addressed the board regarding the penalty of \$50.00 she received after a major leak. It was stated that Mrs. Corley had never been late. A discussion was held. Alderman Bearden made a motion to return the \$50.00 penalty to Mrs. Corley and Alderman Dickerson seconded. Motion passed unopposed.

DEPARTMENT MONTHLY REPORTS

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

Street Report; see attachment B.

Fire Report; no report

Water/Sewer Report was presented by Mr. Rich Potter; see attachment C. Mr Rich Potter asked the Board for permission to work on new leak found. A discussion was held and approval granted.

Financial Report was presented by Mrs. Elizabeth Tetlow, CMFO; see attachment D. Mrs. Elizabeth Tetlow informed the Board the water billing system United Systems Billing increased the maintenance fee from \$1830 a year to \$3660 a year, with a \$250 an hour fee if their support was needed. Mrs. Tetlow asked the Board to consider looking for a new software company which

would upgrade the water system and do away with the \$3660 fee. Alderman Dickerson made a motion to look for a new software company for the water billing. Alderman Bearden seconded motion. Motion passed unopposed.

Mrs. Tetlow brought to the floor Resolution No. 20240423 A Resolution of the Town of Alexandria Tennessee Designating the Signature Authority for Certain Bank Accounts. A discussion was had. Alderman Bearden made a motion to accept Resolution no. 20240423 as written, Alderman Dickerson seconded. Motion passed unopposed.

Mrs. Tetlow confirmed Budget meeting date of May 7, 2024 at 6P

Engineer Report was presented by Mr. Jerry Warren, Engineer; Mr. Jerry Warren let the Board know that ARP approved the new meters for High St and Sykes Pump project. Mr. Warren will put bid package together for next phase.

Attorney Report was presented by Attorney Vester Parsley. Attorney Vester Parsley let the Board know that Engineer Warren, and Attorney Parsley will meet with Marq Brands to aquire further information.

Mayor report was presented by Mayor Curtis Rutter. Mayor Curtis Rutter brought to the floor the removal of trees from the Cemetery. Jorge Salazar JJ Remodeling & Lawn Care to be the vendor. A discussion was held. Alderman Jeff Ford made a motion for Jorge Salazar JJ Remodeling & Lawn Care to remove the trees from the Cemetery. Alderman Bearden seconded. Motion passed unopposed.

UNFINISHED BUSINESS

US Bicycle Route 80 through Alexandria was discussed with a new route proposed Hall St to High St then to West Main as a safer route.

NEW BUSINESS

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

MAYOR _____

ATTESTED _____

RECORDER _____

Attachment A

Alexandria Police Department



Monthly Activity Report

March 26, 2024 to April 23, 2024

Calls: 31

Citations: 8 (61 Total Traffic Stops)

Arrests: 7 (Misdemeanor & Felony Offenses)

Guns Recovered: 0

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: Portable Radios have come in and have been taken to E911 dispatch for programming.

On April 4, we had a report of a lost child on Academy. Law enforcement was advised that the child was autistic and had been missing for up to 2 hours. Within an hour of notification there was a multi-agency response. Members from the Alexandria Police Department, Alexandria Fire, Dekalb Rescue Squad, Dekalb Sheriff's Office, and a tracking dog out of Rutherford county were all in route. This was a best case scenario of an emergency response to a situation like this and I would like to commend all departments on their efforts.

I have spoke with a representative with Tays Auction in Cookeville in regards to surplus and confiscated weapons sales. I will be working with them over the next couple of months to sell weapons through an online quarterly auction. I believe this will be the best option and will result in the most publicity and best price for the Town of Alexandria.

Attachment B



Town of Alexandria
Street Department

Monthly Street Report
March 23, 2024 to April 19, 2024

<u>Hamilton Hardware</u>	3/26/2024	Misc bulbs	\$ 56.97	\$	56.97
	4/11/2024	bolts	\$ 13.80	\$	13.80
				\$	70.77
<u>Lebanon Chemical</u>	4/19/2024	liners and tissues	\$ 570.25	\$	570.25
<u>Fleet Card</u>	3/25/2024	Truck gas	\$36.83	\$	36.83
	4/9/2024		\$51.20	\$	51.20
	4/19/2024		\$53.00	\$	53.00
	3/25/2024	Mower gas	\$34.84	\$	34.84
	3/28/2024		\$31.34	\$	31.34
	4/9/2024		\$18.11	\$	18.11
	4/15/2024		\$39.28	\$	39.28
	4/19/2024		\$37.04	\$	37.04
				\$	301.64
			Total	\$	942.66

Attachment C

Town of Alexandria
Water and Sewer Department

Water Department

Repaired leak on Cemetery Hill Line 2.
The station on Goose Creek had new pumps installed, they are tripping out when blow offs are being done, these need to be worked on.

Sewer Department

Sewer plant had to replace a d.p. cell and normally closed float on basin (A). This was causing the Program Logic Controller to not allow plant to operate. It has been repaired, and reprogramed.

The camera was used on the first 300 feet of the sewer line on Industrial Drive debris was located and a tool was used to clear the debris. Once the first 300 feet was cleared camera was used again but after 75 feet found broken line which was allowing the creek into the system. The broken line was repaired. After the repair was completed camera was again used and at the 51 foot mark line has dropped or is broken, need approval of board to repair. Once approval is given, 389 feet will remain, on Industrial Drive.

	Jul '23 - Jun 24	Budget
Ordinary Income/Expense		
Income		
Sewer Revenues		
37210 Sewer Charges	174,179.68	224,000.00
37291 Forfeited Disc & Penalty	2,670.62	0.00
37296 Sewer Tap Fees	6,000.00	6,000.00
37299 Other Revenues S	500.00	1,000.00
Total Sewer Revenues	183,350.28	231,000.00
Water Revenues		
37110 Metered Water Sales	514,635.55	675,000.00
37120 Flat Rate Water Sales	60.00	0.00
37191 Forfeited Disc & Penalty W	24,480.82	0.00
37193 Service Charges	5,994.10	0.00
37196 Water Tap Fees	12,680.00	5,000.00
37199 Other Revenues W	1,076.50	1,000.00
Total Water Revenues	558,926.97	681,000.00
Total Income	742,277.25	912,000.00
Gross Profit	742,277.25	912,000.00
Expense		
Bad Debts	2,877.19	0.00
Sewer Department		
52211 Sewer Collection (Lines)	13,200.00	8,800.00
52212 Sewer Lift Stations	10,132.00	17,500.00
52213 Sewer Treatment & Dispos	95,077.93	109,605.00
52214 Laboratory and Testing	8,697.60	9,000.00
52216 Customers' Account & Coll	3,128.42	6,010.00
52217 Administration & General	11,260.41	13,170.00
52220 Depreciation	74,250.00	99,000.00
Total Sewer Department	215,746.36	263,085.00
Water Department		
52111 Source of Supply	152,726.48	210,000.00
52112 Power and Pumping	20,938.73	30,650.00
52114 Transmission and Distribu	102,575.79	163,110.00
52116 Customers' Acct & Collect	15,050.20	28,030.00
52117 Administration & General	32,691.92	36,000.00
52120 Depreciation	56,250.00	75,000.00
Total Water Department	380,233.12	542,790.00
Total Expenses	598,856.67	805,875.00
Net Operating Income	143,420.58	106,125.00
Other Income	34,707.86	0.00
Other Expense	46,909.00	24,865.00
Net Other Income	-12,201.14	-24,865.00
Net Income	131,219.44	81,260.00

Town of Alexandria
 Budget vs Actual
 July 2023 - March 2024

	Jul '23 - Jun 24	
	Actual	Budget
Ordinary Income/Expense		
Income		
Charges for Services	213.45	350.00
Fines, Forfeitures & Penalty	33,694.28	20,000.00
Intergovernmental Revenues	143,196.28	249,918.00
Licenses and Permits	1,120.00	600.00
Local Taxes	256,742.96	287,577.00
Other Revenues	1,267.81	0.00
Total Income	436,234.78	558,445.00
Gross Profit	436,234.78	558,445.00
Expense		
General Government		
41110 Legislative Board	717.55	2,008.00
41210 City Court	6,270.30	7,850.00
41310 Mayor	1,963.93	3,965.00
41510 City Recorder	9,106.04	900.00
41530 Accounting & Inter. Audit	18,537.64	24,445.00
41550 Tax Collection and Admin	5,106.94	8,115.00
41620 Town Attorney	5,989.00	8,000.00
41670 Engineering	1,542.50	
41700 Planning and Zoning	1,275.00	2,150.00
41810 Town Hall Building/Ground	12,345.90	18,560.00
Total General Government	62,854.80	75,993.00
Health, Welfare, Culture & Rec		
44320 Senior Citizen Facilities	4,384.39	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	509.38	700.00
Total Health, Welfare, Culture & Rec	10,993.12	11,410.00
Public Safety		
42100 Police	246,578.01	316,308.00
42140 Police Training	220.00	3,000.00
42200 Fire Building and Code	2,827.50	7,030.00
42220 Fire Fighting	29,346.73	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	300,961.74	369,528.00
Public Works		
43100 Highways and Streets	19,093.87	73,455.00
43160 Street Lighting	8,601.80	13,000.00
49210 Capital Outlay Notes	22,059.00	29,412.00
Total Public Works	49,754.67	115,867.00
Total Expense	424,564.33	572,798.00
Net Ordinary Income	11,670.45	-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 Trnsfr 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	7,273.45	-18,703.00