

Town of Alexandria

Minutes for Meeting

June 25, 2024

The Mayor and Board of Aldermen of the Town of Alexandria met for the regular monthly meeting on June 25, 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: Donnie Bearden, Jeff Ford, Bobbie Ford Quorum established. Mayor Curtis Rutter was also present. The meeting commenced with a prayer led by Attorney Vestor Parsley and the Pledge of Allegiance.

Mayor Curtis Rutter presented Margaret Stevens for the unexpired term of Alderman which will end on the first Thursday in August of 2026. A discussion was held. Alderman Jeff Ford made the motion to appoint Margaret Stevens as Alderman. Alderman Bobbi Ford seconded the motion. Motion passed unopposed.

Margaret Stevens was sworn in to the position of Alderman by Attorney Vestor Parsley.

Mayor Rutter requested a second roll call: Donnie Bearden, Jeff Ford, Bobbi Ford, and Margaret Stevens were all present a Quorum was established.

Mayor Rutter requested that the minutes from May 28, 2024 be reviewed. Alderman Bearden made a motion to accept minutes as presented. Motion seconded by Alderman Jeff Ford. Motion passed unopposed.

Public Hearing for the Second Reading - Ordinance No. 2024-03 An Ordinance Amending the 2023-2024 Budget. 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. 2024-03 as presented. Alderman Bobbi Ford seconded the motion. Motion passed unopposed.

Public Hearing for the Second Reading - Ordinance No. 2024-04 An Ordinance 2024-2025 Adopting Annual Budget. 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. 2024-04 as presented. Alderman Bobbi Ford seconded the motion. Motion passed unopposed.

Public Hearing for the Second Reading - Ordinance No. 2024-005 An Ordinance Updating Water and Sewer 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. 2024-05 as presented. Alderman Margaret Stevens seconded the motion. Motion passed unopposed.

Resident Input – Mayor Rutter asked for a motion to add Brian Wright 134 Holmes Gap Rd Brush Creek to Resident Input. Alderman Jeff Ford made the motion to add Mr. Wright. Alderman Bearden seconded motion. Motion passed unopposed. Mr. Wright discussed the disruption of service in the Brush Creek area. Mayor Rutter assured Mr. Wright that the Town was in the process of purchasing a generator to keep electricity on at the Sykes Pump Station when there is an outage, and asked for his patience.

Customer Hearing – none

DEPARTMENT MONTHLY REPORTS

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

Fire Report - no report

Water/Sewer Report; see attachment B

Financial report was presented by Mrs. Elizabeth Tetlow, CMFO; see attachment C

Engineer Report was presented by Mr. Jerry Warren, Engineer; Mr. Jerry Warren stated the paving on Laverne and Fleming St was completed with minor repairs to come. Mr. Warren will be sending advertisement to paper for the ARP funding project regarding upgraded meters. Planning on opening bids on July 30, 2024. The plans for upgrading the Sykes Pump Station are complete, and will be submitted to ARPA and TDEC. High St Pump Station has been submitted to ARPA. Due to the failing controls and telemetry issues, Mayor Rutter asked for a motion for emergency infrastructure improvement on the Sykes Pump Station and Water Tower controls and telemetry. Alderman Bearden made motion to exceed the budget for the infrastructure improvement. Alderman Jeff Ford seconded motion. Motion passed unopposed.

Attorney Report – Discussed that we would be having the first reading on Ordinance 2024-06 Real Property to Marque of Brands America. Let the board know that the amended lease for said property was signed and submitted.

Mayor report – No report

UNFINISHED BUSINESS

NEW BUSINESS - Ordinance No. 2024-06 Sale of Real Property to Marque of Brands America was read. Alderman Bearden made the motion to accept the first reading of Ordinance No. 2024-06 as presented. Alderman Bobbi Ford seconded the motion. Motion passed unopposed.

Mayor Rutter asked for a motion to reopen Resident Input and add Theresa Patch of 317 High St, Alexandria. Alderman Bearden made the motion to reopen Resident Input and add Theresa Patch. Alderman Jeff Ford seconded motion. Motion passed unopposed. Mrs. Patch expressed her concern on the back filling behind her home, in a flood zone. Mayor Rutter stated that the issue was brought before the Planning and Zoning Board and they had issued a Cease and Desist to the property owners with no results. She questioned if a restaurant was being built, and let the Board know, she is opposed to the restaurant. Mayor Rutter explained to Mrs. Patch, the Town was not aware of what the property owner's intentions were. Discussion was held concerning flood zone issues on her property and requested that she attend a Planning and Zoning Meeting for resolution of the issues on her property.

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

MAYOR _____

ATTESTED _____

RECORDER _____

Alexandria Police Department



Monthly Activity Report

May 28, 2024 to June 25, 2024

Calls: 38

Citations: 16 (58 Total Traffic Stops)

Arrests: 9 (Misdemeanor & Felony Offenses)

Guns Recovered: 1

Business Door Check: Regularly (extra patrols on Gin Alley)

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

Overdose Calls: 0 (Fentanyl Related/ Narcan Deployed)

New Business: Fair is ongoing and we have been coordinating with the Sheriff's Dept.

Several seized guns were sold at auction over the past week. Total sales were estimated at 2880.99 minus a 10% fee to the auction.

ALEXANDRIA REPORT WATER

06/01-25/2024

Had to do line repair on 1270 old Hwy 53 six inch line, sitting on rock used a 12.5 inch repair band.

Service line repair School House circle, had to rebore road and replace casing and service line.

346 Old Liberty ¾ service line repair.

Sykes Booster station problem started on Friday 21st of last week 1030 am plc and one 6 pin contact along with a 9 pin relay were shot. Had to man the station in hand checking it every hour till I Rich Potter could locate a plc for I to reprogram and a 6 pin contact along with the 9 pin relay. I Rich Potter was back in station to make the repairs at 8pm station was back on line in auto running. Saturday morning called back out to sykes station due to lose of power, had to reset VFD drives and start pumps. Sunday morning had to reset program from lose of power, VFD drives up and running. Monday all good again ,Tuesday all good.

ALEXANDRIA REPORT SEWER

PLC at sewer plant is giving issues have had to reprogram this unit twice this month. This PLC is 22 years old and has been discontinued. If this problem is on going new PLC will need to be bought and installed .

The sewer line at industrial drive still needs to be camera run thru it once the line has been cleared along with one possible two breaks repaired in it.

Attachment C

Town of Alexandria
Budget vs Actual
July 2023 - May 2024

	Jul '23 - Jun 24	
	Actual	Budget
Ordinary Income/Expense		
Income		
Charges for Services	217.20	350.00
Fines, Forfeitures & Penalty	36,515.22	35,000.00
Intergovernmental Revenues	232,750.01	260,848.00
Licenses and Permits	1,760.00	1,760.00
Local Taxes	276,441.83	299,411.00
Other Revenues	1,269.78	2,750.00
Total Income	548,954.04	600,119.00
Gross Profit	548,954.04	600,119.00
Expense		
General Government		
41110 Legislative Board	892.55	1,076.00
41210 City Court	7,950.17	8,780.00
41310 Mayor	2,223.91	2,680.00
41510 City Recorder	13,506.46	15,048.00
41530 Accounting & Inter. Audit	22,557.92	24,850.00
41550 Tax Collection and Admin	5,223.57	6,295.00
41620 Town Attorney	8,529.00	10,000.00
41670 Engineering	1,542.50	0.00
41700 Planning and Zoning	1,820.00	2,030.00
41810 Town Hall Building/Ground	18,845.72	22,220.00
Total General Government	83,091.80	92,979.00
Health, Welfare, Culture & Rec		
44320 Senior Citizen Facilities	5,037.46	7,040.00
44490 Other Recreation Facilities	4,309.00	4,310.00
44500 Spectator Recreation	650.00	650.00
44550 Other	273.35	274.00
44610 Little League Activities	867.00	867.00
44700 Parks	537.51	765.00
Total Health, Welfare, Culture & Rec	11,674.32	13,906.00
Public Safety		
42100 Police	286,295.50	310,209.00
42140 Police Training	220.00	2,220.00
42200 Fire Building and Code	3,049.67	4,245.00
42220 Fire Fighting	38,251.30	41,044.00
42240 Fire Training	100.50	350.00
42300 Animal Control	0.00	0.00
42600 Emergency Services	29,010.00	30,800.00
Total Public Safety	356,926.97	388,868.00
Public Works		
43100 Highways and Streets	26,636.32	81,060.00
43160 Street Lighting	9,540.71	13,000.00
49210 Capital Outlay Notes	26,961.00	29,412.00
Total Public Works	63,138.03	123,472.00
Total Expense	514,831.12	619,225.00
Net Ordinary Income	34,122.92	-19,106.00
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	29,725.92	-23,456.00

Town of Alexandria - Water and Sewer Fund

	Jul '23 - May 24	Budget
Ordinary Income/Expense		
Income		
Sewer Revenues		
37210 Sewer Charges	192,808.71	225,000.00
37291 Forfeited Disc & Penalty	2,938.07	3,000.00
37296 Sewer Tap Fees	6,000.00	6,000.00
37299 Other Revenues S	500.00	1,000.00
Total Sewer Revenues	202,246.78	235,000.00
Water Revenues		
37110 Metered Water Sales	573,106.81	680,000.00
37120 Flat Rate Water Sales	60.00	0.00
37191 Forfeited Disc & PenaltyW	27,368.67	30,500.00
37193 Service Charges	6,641.00	6,500.00
37196 Water Tap Fees	17,700.00	17,740.00
37199 Other Revenues W	2,085.00	2,500.00
Total Water Revenues	626,961.48	737,240.00
Total Income	829,208.26	972,240.00
Gross Profit	829,208.26	972,240.00
Expense		
Bad Debts	2,877.19	3,500.00
Sewer Department		
52211 Sewer Collection (Lines)	16,591.00	17,800.00
52212 Sewer Lift Stations	13,539.66	12,250.00
52213 Sewer Treatment & Disposa	115,459.91	130,935.00
52214 Laboratory and Testing	10,114.60	11,000.00
52216 Customers' Account & Coll	3,823.35	6,010.00
52217 Administration & General	11,260.41	13,255.00
52220 Depreciation	90,750.00	99,000.00
Total Sewer Department	261,538.93	290,250.00
Water Department		
52111 Source of Supply	218,528.02	245,000.00
52112 Power and Pumping	36,766.36	45,650.00
52114 Transmission and Distribu	121,270.08	133,515.00
52116 Customers' Acct & Collect	20,509.37	26,285.00
52117 Administration & General	39,546.00	44,260.00
52120 Depreciation	68,750.00	75,000.00
Total Water Department	505,369.83	569,710.00
Total Expenses	769,785.95	863,460.00
Net Operating Income	59,422.31	108,780.00
Other Income	35,539.04	35,761.00
Other Expense	50,017.00	53,125.00
Net Other Income	-14,477.96	-17,364.00
	44,944.35	91,416.00