

**MINUTES OF REGULAR SESSION
PIPERTON BOARD OF MAYOR AND COMMISSIONERS
February 16, 2016, 7:00 P.M.**

The Piperton Board of Mayor and Commissioners met in regular session on February 16, 2016, at 7:00 p.m. at City Hall, with Board members: Mayor Henry Coats, Vice-Mayor Hugh Davis, Commissioner Michael Ulczynski, Commissioner Preston Trotter, and Commissioner Mike Binkley present. City Planner Brett Morgan was absent. City Manager Steve Steinbach, Finance Director Maria George, City Recorder Beverly Holloway, City Engineer Harvey Matheny, Public Works Director Terry Parker, Building Official Tommie Johnson, Police Chief Phil Hendricks, Fire Chief Reed Bullock were also present, along with Carolyn Rhea, Nell Percer, John Huffman, Phil Weatherington, William Meacham, John McCarty, Jan Russell, Luke Russell, Rebekah Russell, Sara and Jeff Russell, Mike Russell, Larry Lewis, Steve Houston, Jim Ragon, Jack Murphy, Judy Baker, Linda Coffman, Gwen Brown, et al and others in the audience.

Agenda item 1. Call to order, establish quorum

Action taken: Mayor Henry Coats called the meeting to order at 7:00 p.m., and established that a quorum was present.

Agenda item 2. Prayer and Pledge of Allegiance to the American Flag

Action taken: Fire Chief Reed Bullock led in the opening Prayer and Commissioner Mike Binkley led in the Pledge of Allegiance to the American Flag.

Agenda item 3. Any changes to Agenda; Motion to adopt Agenda

Action taken: There were no changes to the Agenda, Commissioner Binkley moved to adopt the Agenda, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 4. Any changes to the Minutes of the Regular Session of December 15, 2015: Motion to adopt the Minutes of the Regular Session of December 15, 2015. There was no meeting in January due to lack of quorum.

Action taken: There were no changes to the Minutes of December 15, 2015, Commissioner Binkley moved to approve the Minutes of 12/15/15, seconded by Commissioner Ulczynski. The Motion received all affirmative votes.

Agenda item 5. Review/approval of Financial Reports, Building Inspector's Report, Fireman's Report and Police Report

Steve Steinbach, City Manager, stated cash, cash equivalence for the seventh month into Fiscal year 2016 season are just under 2.3 million, revenues collections are up at 7% above projections and all other budget items are in line with the exception of those that will be discussed in the proceedings.

Tommie Johnson, Building Official, stated for the month of January issued 13 permits (1 permit issued for new single family dwelling), conducted 62 inspections and handled 5 code compliance issues and for the month of December there were 6 new single family dwellings due to the new subdivision.

Police Chief Phil Hendricks stated during the month of December, there were 80 dispatched calls, 6 incident reports, 4 arrest, 8 motor vehicles crashes, the annual year comparison report for 2014 – 2015 shows arrests up 4%, incident reports up 8%, residential alarms decreased with commercial alarms increasing, motor vehicle crashes increased 14.6%

from 2014 to 2015 and during the month of January, there were 56 calls for service, 4 incidents, 14 arrest and 6 motor vehicle crashes.

Fire Chief Reed Bullock stated during the December there were 20 calls (16 in Piperton) with the year to date at 444 calls, just under 50% of that were mutual aid responses with over 2300 hours in house training and for the month of January there were 18 calls, the Hazard Mitigation meeting was held on January 27 and there are 13 projects proposed for our area.

Action taken: Commissioner Trotter moved to approve all reports, seconded by Vice-Mayor Davis. The Motion received all affirmative votes.

Agenda item 6. Recognition of the Russell's

Mayor Coats recognized Jan, Luke and Rebekah Russell for picking up trash along Russell Road and Hwy 72.

Agenda item 7. Recess; hold Public Hearing concerning Ordinance No. 259-15, regulating the discharge of firearms within the City of Piperton

Action taken: Commission Binkley moved to recess, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Mr. Steinbach stated this is combination that hopefully addresses the concerns of the various constituency in the City, this document essentially prohibits the discharge of firearms on City Property and within the subdivisions approved under our Conservation Design Ordinance effectively will be regulating enforcing via our zoning map, the caveat is that discharge cannot be within 200 yards of development or habitation as defined under Tennessee Law.

John Huffman commended and thanked the Commissioners for working together and finding a compromise that will satisfy the vast majority of the residents by finding ways to protect the rural rights and balancing that with rights of those in subdivisions.

Action taken: Commissioner Binkley moved to reconvene, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 8. Second Reading, Ordinance No. 259-15, regulating the discharge of firearms within the City of Piperton

Action taken: Commissioner Binkley moved to approve Ordinance No. 259-15 on second reading, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 9. Presentation of FY 2015 Audit – Linda Coffman

Linda Coffman of Linda's Accounting Firm presented her findings to the Board.

Mr. Huffman inquired if a pdf of the audit could be posted to the website.

Ms. Coffman stated it must be approved by the State before it can be posted.

Mr. Steinbach stated it will be posted after its approval also added his appreciation of Ms. Linda along with staff and part of this agenda item is also her engagement letter and would recommend retaining her services for the next fiscal year audit.

Action taken: Commissioner Binkley moved to retain Linda Coffman for next fiscal year, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 10. Mt. Zion Construction Change Order

Harvey Matheny, City Engineer, stated the purpose is to consider approval of a construction change order for the Mt. Zion 12 inch waterline extension that extends from Hwy 57 up to the railroad, this is due to an unforeseen and unavoidable situation that was encounter on day 1 of construction when they were going to tap the existing main on Hwy 57, due to the type of material at the location where they were going to tap the main was an unacceptable location to tap because of the materials at that point and had to shift the tap location about 20-feet to the east resulting in additional pipe links, 2 additional bends and some additional exploration just to find a

suitable location, so the result of that is a change order of \$3,930.00 and again the line is complete and it's in the ground and it's optics have been tested and its operational as we speak.

Action taken: Vice-Mayor Davis moved that the change request submitted by the City Engineer be approved based on his recommendation, seconded by Commissioner Binkley. The Motion received all affirmative votes.

Agenda item 11. Recess: hold Public Hearing concerning Ordinance No. 262-15, amending the Budget for FY 2015-2016, (Second Amendment) for the City of Piperton

Action taken: Commissioner Binkley moved to recess, seconded by Vice-Mayor Davis. The Motion received all affirmative votes.

Mr. Steinbach stated the amendment consists of the proposed amendments to the General Fund, Sewer Fund and Water Fund covering a variety of items, most of these are housekeeping items and there are some proposals that were not anticipated or covered as part of the adoption of the FY 2016 Budget, on Exhibit A – General Fund included employee benefits Christmas Dinner, Website redesign to acknowledge Marcy and Christi for their extra duties, Insurance Workers Comp due to the 24 hour coverage in our Fire Dept., the special census which we are undertaking now will pay for itself which could result in an annual increase of \$25,000.00 ongoing, the \$5000.00 is for administrative expense and probably won't hit that number but wanted to make sure we covered that, Wages for Police and overtime this is a suggested movement since we are down in the Police Dept. so this will cover some of the overtime, had pledged to the Public Works Director some time ago a place where he would be able to keep his vehicles out of the weather so they would be task ready and the Public Works Dept. and the Fire Dept. have worked together to find a location so this money will keep the Public Works trucks covered, recognizes the MCR payment in lieu of property taxes and the final items are dealing with transfers within the same fund to cover unanticipated expenditures and within the Sewer fund staff is proposing the addition of \$40,000.00 fund appropriation to pay for professional design services for the anticipated sewer connection between the City and Rossville to cover engineer designs as well as surveying requirements and the Master Sewer Study that is a transfer from the water account to sewer to recognize the fact that it is a sewer study and on exhibit C in the water fund most of these are dealing with the Mt. Zion waterline project as previously discussed by the City Engineer, the first item was to increase the budget amount to address the fact the bids came in higher than our originally budgeted amount, the change order that was just acted on as indicated in the second line item and because of additional services related to that for inspection services wanted that added in there instead of taking out of general engineering services and on the materials/supply line item the Public Works Dept. has requested an increase to address fire hydrants replacements.

Action taken: Commissioner Trotter moved to reconvene, seconded by Commissioner Binkley. The Motion received all affirmative votes.

Agenda item 12. Second Reading, Ordinance No. 262-15, amending the Budget for FY 2015-2016, (Second Amendment) for the City of Piperton

Action taken: Vice-Mayor Davis moved to adopt Ordinance No. 262-15 on second read, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 13. Presentation of the Master Sewer Plan - J.R. Wauford

Mr. Matheny stated the Master Sewer Plan was recently completed by J. R. Wauford & Company and the purpose of the study was to give the City recommendations for sewer collection lines and pump stations to serve the study area (south of the Wolf River and north of the Stateline and then the Corporate boundaries to the east and west) looking at full build out potential based on our zoning plan, this is a guide for us to develop the system over time and it also looked at

three areas that are prime for development if sewer can be provided for growth and Mr. Matheny gave a brief presentation of the Master Sewer Plan which includes cost estimates.

Mr. Steinbach stated staff is pleased to have a document thanks to all the efforts of those involved in the study, it is a real road map to help the City and subsequent Boards, this document will take us considerably into the future with regards to anticipating strategically where we need to invest in the infrastructure and are pleased with the study results.

Agenda item 14. Fire Department Presentation of 4 Items for disposal and/or donation – Chief Bullock

Chief Bullock went over the items for donations to Three Forks Fire Dept. and Habitat for Humanity and items to go to the recycle vendor and items to be trashed.

Action taken: Commissioner Binkley moved to approve the donation and/or disposal of these items, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 15. Surplus Vehicle – Terry Parker

Terry Parker, Public Works Director, came before the Board for permission to sell a 2006 Ford F150 truck which has been replaced.

Action taken: Vice-Mayor Davis moved that the Director of Public Works be granted the authority to sell the pickup truck, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 16. Letter of Credit Reduction – Piperton Preserve

Mr. Matheny stated this item for a Letter of Credit Reduction for Piperton Preserve, Phase I Development, and the City is holding a Letter of Credit as security for completion of required public and private infrastructures of \$285,000.00 and the vast majority of that infrastructure is in place and operational, the plat has been recorded and homes are being built, the public infrastructure remaining to complete would be sidewalks within the residential area where there is curb and gutter and surface asphalt so the value of those two items plus a 10% contingency would be \$135,000.00 and staff recommends reduction of the Letter of Credit from \$ 285,000.00 to \$135,000.00.

Action taken: Commissioner Binkley moved to approve the Letter of Credit reduction for Piperton Preserve to \$135,000.00, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 17. Erosion

Mr. Matheny said erosion has occurred along the TVA easement under the power lines north of Keough Road and east of Hwy 196, located west of Covered Bridge subdivision and north of Greenbrier as noted on aerial photos from Google Earth taken in 2004, 2007, 2010 and 2014, the drainage patterns and subsequent erosion began after construction of a private lake in 2006 (approximate date), the eroded channel is now within 5 feet (horizontally) of an existing 12-inch water main owned by the City of Piperton, erosion is also beginning to extend laterally from the large channel to private properties east and west of the channel and what is before the Board is a plan to begin to address this and an option staff is recommending is a grade control structure (a thick concrete wall) that would be elevated several feet above the eroded channel bottom to allow sediment from stormwater runoff upstream to fill the eroded channel over a period of time and reestablish an appropriate grade but to stop the erosion from migrating further upstream, remnants of the old flow path can still be seen, just wanted to bring it to the everyone's attention for consideration and to begin looking for a solution, trying to find the lowest cost effective solution to secure the City's water line and other properties.

Vice-Mayor Davis stated on the south side of Keough there is something funny going on there because of all the water that comes around and goes across the street and Terry knows a

little bit about it because in the past there has been rip-rap placed and that needs some more because it seems it is backing up the water that used to go through there a little smoother and now it is backing back up on the south side of Keough and what is critical is there is three points of where water meets, water is coming from the east, west and the south, if fixing up the stream also needs to look at that too.

Mayor Coats stated understanding that this could not happen until the summer time if approved but would it be appropriate for the Board to let Mr. Matheny get a firm number or designs on the wall.

Mr. Steinbach stated this is a good case study for what the City should be looking out for in the future and hopefully avoid and hopes that whatever Mr. Matheny comes up with that will address it the first time and not have to continue to throw money at it and wants Mr. Matheny to nail down a solution with a couple of options to look at and then come back before the Board.

Agenda item 18. Any other old/new business, questions or matters from the audience

William Meacham of Rebel Road commended the Fire Department, the house is still standing and the Department did a hell of a job.

Agenda item 19. Adjournment

Action taken: Commissioner Binkley moved to adjourn, seconded by Commissioner Trotter. The Motion received all affirmative votes and the meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Beverly Holloway, City Recorder

Approved: _____ date: _____