

**MINUTES OF REGULAR SESSION  
PIPERTON BOARD OF MAYOR AND COMMISSIONERS  
October 18, 2016, 7:00 P.M.**

The Piperton Board of Mayor and Commissioners met in regular session on October 18, 2016 at 7:00 p.m. at City Hall, with Board members: Mayor Henry Coats, Vice-Mayor Hugh Davis, Commissioner Preston Trotter, Commissioner Mike Binkley and Commissioner Mike Ulczynski present. City Planner Brett Morgan and City Manager Steve Steinbach were absent. Finance Director Maria George, City Engineer Harvey Matheny, Public Works Director Terry Parker, City Recorder Beverly Holloway, Police Chief Phil Hendricks, Fire Chief Reed Bullock were also present, along with Butch Rhea, William Meacham, Liz McCommon, Nell Percer, Charles McElwee, Office Joe Moynihan, Bill and Vicki Hancock, 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 Vice-Mayor Hugh Davis led in the Pledge of Allegiance to the American Flag.

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

**Action taken:** There was a change to the Agenda with the additions of 8A - Piperton Parkway update and 8B - Meadowlark-Marshall County Utilities update and Commissioner Mike Binkley moved to adopt the Agenda with those two changes, seconded by Commissioner Preston Trotter. The Motion received all affirmative votes.

**Agenda item 4.** Any changes to the Minutes of September 20, 2016; Motion to adopt the Minutes of September 20, 2016.

**Action taken:** There were no changes to the Minutes of September 20, 2016, Commissioner Trotter moved to approve the Minutes of 09/20/16, seconded by Commissioner Binkley. The Motion received all affirmative votes.

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

Maria George, Finance Director, stated the cash position continues to be strong, also had another great sales tax month, we are at the end of our first quarter, our expenditures and revenues are looking good and are in line with what was budgeted.

Mayor Coats thanked everyone for increasing the sales tax last year, it has really helped the City's financial position.

Mayor Coats stated on reviewing the Code Enforcement-Building Inspection report, there were 4 new single family dwelling permits compared to 1 last year, there were a total of 24 permits, and there were 62 total inspections.

Fire Chief Bullock stated for the month of September there were 25 calls total, with 18 of those in Piperton, medical and motor vehicle crashes are still trending up, installed 5 smoke detectors in the City.

Mayor Coats reminded Fire Chief Bullock and Police Chief Hendricks to get with him and schedule the Carl Perkins Training.

Police Chief Phil Hendricks stated during the month of September, there were 85 dispatched calls, 8 incident reports, 4 arrest, and 3 motor vehicles crashes.

Commissioner Ulczynski commended the Police Department on a good job.

**Action taken:** Commissioner Binkley moved to approve all reports, seconded by Commissioner Mike Ulczynski. The Motion received all affirmative votes.

**Agenda item 6.** Consideration of request from Hardeman/Fayette Utility for right-of-way use and occupancy permit for installation of gas line in Mt. Zion prescriptive right-of-way

Terry Parker, Public Works Director stated this area was annexed from the County and the utilities in that particular area were very limited and Mt. Zion Church has chosen to build a new sanctuary which is almost completed and the Church also needs gas service in that area, they are currently on propane tanks, Chickasaw has provided the electricity and the Board had granted the water extension which has been completed in the prescriptive easement category and Hardeman Fayette County has submitted the permission to place the gas line within our easement, they are proposing a two inch gas line and will have two feet separation which is required by the City and they were also ask to put up a \$3,000.00 surety which covers the installation for one year and after that period it will be refunded, so staff is recommending that the City enter into the agreement with Hardeman/Fayette County.

**Action taken:** Commissioner Trotter moved to approve entering into the agreement with Hardeman/Fayette Utilities, seconded by Commissioner Ulczynski. The Motion received all affirmative votes.

**Agenda item 7.** Keough-TVA Erosion Control & Windover Road Culvert Replacement-Awarding of the Bid

Mr. Parker stated staff has received two bids, staff recommends the lowest bid be accepted by the Board.

Harvey Matheny, City Engineer, explained there is a large channel that is being created and working its way from downstream and is working back up to the south which is upstream ultimately toward Keough Road, there is a culvert crossing under Keough Road and will put in a couple of drain control structures to keep this from deepening and widening because it is starting to encroach laterally toward a property and there is a 12 inch waterline that runs parallel to the TVA easement and the washout at one point is within a couple of feet of the waterline so it is very important that it is stabilized and the other part of the contract award is a culvert replacement on Windover, there will be some minor improvement on the roadside swale to make sure there is good drainage off this property.

Mr. Parker stated an assessment will be made after the culvert is installed.

Commissioner Trotter inquired what material is proposed for the Keough Road erosion control.

Mr. Matheny stated the drain control structures will be constructed of rip rap material and in addition to putting in a couple of rip rap structures that will go perpendicular through the channel and will be about 5 feet above the existing bottom so that will silted back in to that level and will take some time to happen.

Commissioner Trotter inquired if it may erode around the rip rap.

Mr. Matheny stated it will be keyed in to one side to some extend but doesn't think there is a lot of that happening and will also install in the fingers that go off to the east and will also do some clean up and redressing of those and add rip rap in those areas as well, also at the extreme upper end of this where the end of the erosion is occurring we will dress that up and place some rock in that area so we are putting in three separate areas that we are trying to hold what is there and stabilize it.

Mayor Coats inquire on the start time of the work.

Mr. Parker stated the award letters will be sent out tomorrow and will make contact to set up quickly and must have the pre-con meeting but will try to get started before the rainy season occurs.

**Action taken:** Commissioner Trotter moved to accept the recommendation of staff and accept the Encor bid, seconded by Commissioner Binkley. The Motion received all affirmative votes.

**Agenda item 8.** Piperton Sewer Pump Station and Hwy 57 Force Main – Awarding of the Bid

Mr. Parker stated this is a capital item that was approved and the sewer line consists of 2.1 miles starting from Ballard all the way into Rossville's Town Limits and that will allow Phase 2 of Piperton Preserve to become the first centralized sewer user of this collection line, also we received 7 bids that were evaluated by the City Engineer and staff recommends the bid to be awarded to the lowest bidder, D & E Construction Corp. of Arlington.

**Action taken:** Commissioner Trotter moved to authorize the bid awarding to D & E Construction as proposed, seconded by Vice-Mayor Davis. The Motion received all affirmative votes.

**New Agenda item 8A.** Piperton Parkway Update

Mr. Matheny stated at the Planning Commission's meeting last week, Mr. Adair's consultant requested permission to allow the contractor, who is working for MDOT on the widening of Hwy 72, under a separate contract to go ahead and put in the stubout for Piperton Parkway and as you are aware Casey Road coming up from the south is being realigned to tie in to Hwy 72 at this location so Piperton Parkway will tie in opposite Casey Road on the northside and back in 2010 the developer came to the Planning Commission and ask for other portions of Piperton Parkway to be started with a section constructed and paved also there is another section where the road bed has been installed but has not been paved so while the contractor is doing the work on Hwy 72 to go ahead and make that connection, it doesn't go anywhere and will not be open to the public and the City will not accept the right of way dedication or maintenance at this time and this section will be barracked along the highway so it can't be accessed and TDOT is also in agreement and staff is still awaiting on their official approval and MDOT has moved up into this area a lot quicker than originally anticipated so we are trying to accommodate that happening at this time since approval was given some years ago.

**New Agenda item 8B.** Meadowlark Update

Mr. Matheny stated that he and Mr. Parker met with Justin Hall, head of the Marshall County Utility District, last week to get more information about their sewer system. Our industrial park and MCR wastewater flow to the south and connect into their system and flows to one of their wastewater treatment facilities and so we were trying to get a better understanding of how much flow we could send to them and what does the agreement allow us to do and we were given some information on what our flow capacities are per the agreement which was approved back in 2007 and during this discussion we also talked about the possibility of adding Meadowlark Subdivision to that sewer system and would they entertain that possibility, Marshall County was open to that and to look into it more and currently they have capacity for more flow but we would have to maintain enough capacity to serve the industrial area south of the highway so we are entering into a conversation with them and they are open to adding some flow from areas north of Highway 72 with Meadowlark being a temporary flow to the south in anticipation of our sewer system being built out over time with Meadowlark eventually flowing to the north into our wastewater facility someday, we will begin to look at a conceptual plan for how Meadowlark could be served and what the approximate cost of that would be and will eventually need to have conversation/mail outs sent to the residents to find out who is interest in participating so we are in the early stages of looking into this and seeing how feasible that maybe.

Commissioner Trotter stated that he understands their total capacity is about 150,000 gallons a day and have they indicated what percent of that capacity they are using now.

Mr. Matheny stated right, our capacity is currently 50,000 gallons per day that we are allowed per the agreement.

Mr. Parker stated their peak is at least 120,000 or 130,000 based on inflow going to their plant but without the rain they are usually around their guidelines for their tank, they also shared that they would be willing to add additional tanks to meet our needs but wants us to understand if another big type user comes in requiring more flow than they would go on that based on cost and needs of that individual but they want to revisit our contract in place because it is outdated and hasn't been amended since the rate increase for the Piperton Business Center.

Commissioner Trotter inquired if they had indicated a willingness to expand if needed.

Mr. Parker stated yes they did and some use may come forward at Casey and 72.

Mr. Matheny stated he can't recall what their average daily flow is today on a dry weather day but he is assuming it is around 40,000 gallons a day or less and usually during a rain event a wastewater plant will peak at 2 to 3 times its normal day weather flow so if it is peaking at 120,000 then their average daily flow is probably around 40,000.

Commissioner Trotter inquired what the flow would be from Meadowlark.

Mr. Matheny stated they have not gotten to that point.

Mayor Coats inquired if the next step would be to estimate flow and cost?

Mr. Matheny stated a conceptual plan of how that subdivision would be served, a gravity pump station would be involved, where the pump would be located and how we would tie into Marshall County at Mann Drive just south of the highway.

**Agenda item 9.** Citizen Finance Committee recommendation regarding funding for the Piperton-Rossville force main extension

Commissioner Mike Binkley stated the Sewer Finance Committee consists of Commissioner Binkley, Jack Murphy and John Huffman, the Committee met last week to come up with a recommendation for the funding of the force main sewer line to Rossville, a recommendation is to fund the force main through an inter-fund where the City Utility will borrow from the City General Fund and the Committee believes by looking at the utility financial that can be paid off in three years and the loan does allow for an additional three year extension and it actually allows for one more extension up to nine years and Mr. Huffman spoke with John Greer who is on the State Utility Management Review Board and on the Wastewater Financing Board and he is very willing to come meet with us and guide us and he stated it is very important how we set up the loan so it is set up properly so the State doesn't have any issues with it so the Committee recommends that staff brings him down to meet him and use his expertise.

**Action taken:** Commissioner Trotter moves to accept the recommendation of the Finance Committee, seconded by Commissioner Ulczynski. The Motion received all affirmative votes.

**Agenda item 10.** Recess: hold Public Hearing concerning Ordinance No. 270-16, amending Title 18 (Water & Sewer) of the Piperton Municipal Code to adopt certain provisions related to late fee allowances.

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

Mayor Coats explained if you pay your water & sewer bill on time for 12 consecutive months and then get a late charge, then we would eliminate that late charge.

Vice-Mayor Davis stated when discussed last month, Germantown said they have this but no one has ever used this.

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

**Agenda item 11.** Second Reading, Ordinance No. 270-16, amending Title 18 (Water & Sewer) of the Piperton Municipal code to adopt certain provisions related to late fee allowance.

**Action taken:** Commissioner Trotter moved to approve Ordinance No. 270-16 with the revision, seconded by Vice-Mayor Davis. The Motion received all affirmative votes.

**Agenda item 12.** Recess: hold Public Hearing concerning Ordinance No. 271-16, to fix the salaries of the Board of Mayor and Commissioners

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

Mayor Coats stated this Ordinance will move the Mayor's salary to \$400.00 a month, the Vice-Mayor's salary to \$300.00 and the salaries of the Commissioners at \$200.00.

Commissioner Trotter stated this first pay adjustment in 20 years.

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

**Agenda item 13.** Second Reading - Ordinance No. 271-16, to fix the salaries of the Board of Mayor and Commissioners

**Action taken:** Commissioner Binkley moved to approve Ordinance No. 271-16 on second reading, seconded by Vice-Mayor Davis. The Motion received four affirmative votes and Commissioner Trotter abstained.

**Agenda item 14.** First Reading, Ordinance No. 272-16, repealing Ordinance 140-08 in its entirety and establishing an amended City of Piperton Water Policy

Bev Holloway stated this is to amend the previous Water Policy by inserting the Ordinance just passed along with minor language changes on pages 3, 4 and 7.

Commissioner Ulczynski and Commissioner Trotter suggested further changes to the text of the Ordinance.

**Action taken:** Commissioner Trotter moved to approve Ordinance No. 272-16 on first reading with changes, seconded by Commissioner Ulczynski. The Motion received all affirmative votes.

**Agenda item 15.** Any other old/new business, questions or matters from the audience

Mayor Coats stated Mr. Chester Webb passed away last month and he was one of the original members of the Fire Department, there is a plaque on one fire truck for Mr. Priddy and would like to do the same thing for Mr. Webb on the new fire truck to memorialize that truck in his memory and inquired from Chief Bullock the cost on that and asked the Board to approve the purchase and installation of the plaques.

Chief Bullock stated no, didn't receive a call back with a cost estimate.

The Board agreed and set the authorized amount up to \$300.00.

Vicki Hancock encouraged everyone to vote early to retain the satellite voting places in Hickory Withe and Piperton.

Mr. Parker stated the City had approved a capital expenditure for upgrading the street lights to LEDs and that work will begin on Thursday.

Mayor Coats stated that work will be on the existing lighted intersections and next year we will do intersections that don't currently have lights but will ask the surrounding neighbors for their opinion, and not install the lights if the residents object.

Mr. Parker stated there are three up now, one at Poplar Acres and 57, there is one at Oak Tree at Keough and the last one is at the Lakes of Greenbrier at Keough and the next capital expenditure that was approved for Fletcher Road, that work has started today.

William Meacham thanked the City for cleaning up the eye sore on Rebel Road.

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**Agenda item 16. Adjournment**

**Action taken:** Commissioner Binkley moved to adjourn, seconded by Commissioner Trotter. The Motion received all affirmative votes and the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Beverly Holloway, City Recorder

Approved: \_\_\_\_\_ date: \_\_\_\_\_