

**MINUTES OF REGULAR SESSION
PIPERTON BOARD OF MAYOR AND COMMISSIONERS
January 15, 2019, 7:00 P.M.**

The Piperton Board of Mayor and Commissioners met in regular session on January 15, 2019, at 7:00 p.m. at City Hall, with Board members: Mayor Henry Coats, Vice-Mayor Mike Binkley, Commissioner Preston Trotter, and Commissioner Hugh Davis present. Commissioner David Crislip was absent. City Manager Steve Steinbach, Finance Director Maria George, Fire Chief Reed Bullock, City Planner Brett Morgan, Police Chief Phil Hendricks and City Recorder Beverly Holloway were also present. Building Official Tommie Johnson was absent. Those present in the audience were Butch and Carolyn Rhea, William Meacham, Charles McElwee, Jack Murphy, Gwen Brown, Gary Thompson (Twin Lakes), Michael Rogers (Fisher Arnold), Vicki Hancock, Firefighter Dwayne Cochran, Firefighter Michael Weldy, Officer Hubbard, Officer Wilson, et al 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: City Planner Brett Morgan led in the opening Prayer and Vice-Mayor Mike Binkley led in the Pledge of Allegiance to the American Flag.

Agenda item 3. Any changes to Agenda; Addition/Deletions; Motion to adopt Agenda

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

Agenda item 4. Any changes to the Minutes of the Regular Session of December 18, 2018; Motion to adopt the Minutes of the Regular Session of December 18, 2018.

Action taken: There were no changes to the Regular Session of December 18, 2018 and Commissioner Hugh Davis moved to approve the Minutes of December 18, 2018 and seconded by Commissioner Trotter. The Motion received all affirmative votes.

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

City Manager Steve Steinbach stated we are now at the half way point of fiscal year 2019, 50% is the number staff is looking for and across the revenue lines we are exceeding that with the exemption of property tax, beer income tax is slightly down but bottom line we are exceeding our revenue projections, cash positions continue to maintain close to 3.5 million dollars in General Funds for cash and cash equivalents, now exceeding 1 million dollars in our enterprise fund savings which will help moving forward with several capital projects, balance sheets from various funds are provided and are tracking where they should be at this time of the year.

Mr. Steinbach, standing in for Building Official Tommie Johnson, stated the current activity in terms of new single family dwellings are exceeding last year's numbers both in total numbers and in total permits, and the Glenn Farms/Crown project should be moving forward within the next 60 days.

Fire Chief Reed Bullock stated there was 1 new commercial permit for Elite Storage, 300 Commerce Rd (former NEFAB building) it will be fully sprinkled due to code requirements, there were 26 total calls (24 calls in the City), Medical calls led for the month of December, there were 3 fires (1- tractor-trailer, 1-residential fire & 1-electrical fire on a temporary pole), Firefighter Shoemaker completed Managing Fire Officer Program at the National Fire Academy, and we also held the first "Pictures with Santa" community event and collected non-perishable food donations for the food pantry at Cornerstone COGIC Church, discussed an Emergency Medical Information Sheet that is a fillable form that will be on the website that residents can utilize, and discussed the hydrant overview report for the Board that identifies everything in the City, the report covers everything except for Fisherville Road and Provenance Subdivision for the City's water system, there are 3 hydrants that are awaiting parts for repair, and also introduced and discussed a monthly work order summary for the Public Works Department.

Police Chief Phil Hendricks, stated during the month of December there were 59 dispatched calls, 1 incident reports, 2 arrest reports and 1 vehicle crash report and overall for the year of 2018 with the exception of commercial alarms the numbers were down across the board-incidents were down 35%, motor vehicle crashes were down 50% and the only increase was commercial alarms at a 25% increase.

Mayor Coats confirmed with Chief that we are down one officer at this time, and also that Piperton was selected as the safest suburb of Memphis about a month ago and thanked Chief for their work.

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

Agenda item 6. Confirmation of Appointment of City Judge Mark McDaniel

Commissioner Trotter moved to confirm the appointment of City Judge Mark McDaniel, seconded by Commissioner Davis. The Motion received all affirmative votes

Agenda item 7. Recess; hold Public Hearing concerning Ordinance No. 301-18, repealing Ordinance No. 133-08, in its entirety, and amending the map of the Piperton Zoning Ordinance by rezoning from M-2 (Heavy Manufacturing District) to R-C (Rural Conservation) a total of 10.81 acres, more or less, on the northwest corner of the intersection of Hwy 196 and Hwy 72, in Piperton

Action taken: Vice-Mayor Binkley moved to recess to hold Public Hearing concerning Ordinance No. 301-18, seconded by Commissioner Davis. The Motion received all affirmative votes.

Brett Morgan, City Planner, stated as discussed at the last meeting, the timeframe for the M-2 District was 7 years which has passed without a reclamation plan being submitted to keep it as an M-2 District so therefore staff has requested the rezoning of this property back to the original R-C Zoning District.

Action taken: Vice-Mayor Binkley moved to reconvene the meeting, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 8. Second Reading, Ordinance No.301-18, repealing Ordinance No. 133-08, in its entirety and amending the map of the Piperton Zoning Ordinance by rezoning from M-2 (Heavy Manufacturing District) to R-C (Rural Conservation) a total of 10.81 acres, more or less, on the northwest corner of the intersection of Hwy 196 and Hwy 72, in Piperton

Action taken: Vice-Mayor Binkley moved to approve Ordinance No. 301-18 on second reading, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 9. First Reading, Ordinance No. 302-19, amending previously approved Master Development Plan/CD-O of Twin Lakes (Ord. 79-05)

Mr. Morgan stated on September 26, 2005 the Planning Commission voted to recommend approval of the Twin Lakes CD-O Master Development Plan to the Board of Mayor and Commissioners, the BMC subsequently reviewed and approved the plan, the original plan contain 191.64 acres of land (contains 10 private conservation lots) and in November 2018 an application was made for review/approval of the Phase 3 Final Plat, over the course of approvals for the first 2 phases of the development, minor changes to the development plan were approved, upon review of the Phase 3 application staff determined that this revision, along with previous changes warranted an amendment to the overall Master Development Plan and so the application proposed the following:

- 1) The conversion of 3 Conservation Lots (CL8, CL9 and CL10) to 3 regular single-family lots (153, 154 and 155) and that the open space from those lots, used for sewer drip-fields, be dedicated to the City of Piperton.
- 2) The applicant also proposed the potential sale of Phase 3 land to owners of Lots 80, 81 and 82 in Phase 1. (Note: sale of land to lot 80 owner has already occurred – Instr. # 18006893).
- 3) This revision creates a shortfall in the 50% open space requirements for CD-Os not connected to a centralized sewer system, and they propose to make up the difference by including the non-buildable area within the American Louisiana gas easement in the open space calculation which brings them back up to 50%.

The amended Master Development Plan reflects the following:

- 1) Update and correct the data tables to reflect correct and current information (154 lots originally, down two lots to 152 lots)
- 2) Update the American Louisiana gas line easement to reflect the proper width based upon the new gas line installations.
- 3) Update from two phases to three phases.
- 4) Conversion of CL lots 8-10 to regular lots 153-155. Open space dedicated to the City for the sanitary sewer treatment and disposal fields.
- 5) Updated the American Louisiana gas easement to meet the required 50% open space threshold.
- 6) Reflect minor lot reconfigurations to match the Engineering Construction Plans for Phase 2 (completed) and Phase 3 (proposed).

On January 8, 2019 the Planning Commission voted to approve recommendation of amended Twin Lakes CD-O Master Development Plan to the BMC and they also voted to approve the Phase 3 Final Plat with conditions- one of those conditions being the BMC's approval of the amended Master Development Plan (#21), the conditions are included with the Ordinance.

Action taken: Vice-Mayor Binkley moved to accepted Ordinance 302-19 on first reading, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 10. Recognition of Bev Holloway, City Recorder, in completing CMFO Classes
Mr. Steinbach recognized Ms. Holloway for completing CMFO classes.

Agenda item 11. Any other old/new business, questions or matters from the audience.

Mr. Steinbach stated staff anticipates bringing our second budget amendment for FY 2019 before the Board next month, also distributed to the Board from the City Engineer (regarding the on-going paving program) that there are 3 significant spots in paving that are failing and he met with the contractor and the estimated change order is \$8,000.00 and the Board will need to authorize the change order in advance of the

budget amendment and the monies will be drafted from our General Fund appropriations account and next month Harvey can give further details.

Commissioner Davis stated Harvey also mentioned along with the increase in the change order but he will speed up the cycle of the repair.

Mr. Steinbach stated that is correct.

Action taken: Commissioner Trotter moved to approve the emergency funds to make paving repairs, seconded by Commissioner Davis. The Motion received all affirmative votes.

Mr. Steinbach stated he also anticipates as part of the FY2020 budget a capital expenditure to be paid for out of the Water Fund somewhere between \$50,000.00 to \$70,000.00 for water valve location work, we have a good digital base map of water line infrastructure but the valve locations we do not have and some are buried under asphalt.

Mayor Coats inquired once they are found will we install a GPS system.

Mr. Steinbach stated yes, they will all be geo-referenced.

Agenda item 12. Adjournment.

Action taken: Vice-Mayor Binkley made a motion to adjourn this meeting, seconded by Commissioner Trotter. The Motion received all affirmative votes and the meeting was adjourned at 7:31 p.m.

Respectfully submitted,

Beverly Holloway, City Recorder

Approved: _____ date: _____