

**MINUTES OF REGULAR SESSION
PIPERTON BOARD OF MAYOR AND COMMISSIONERS
May 21, 2019, 7:00 P.M.**

The Piperton Board of Mayor and Commissioners met in a regular session on May 21, 2019, at 7:00 p.m. at City Hall, with Board members: Mayor Henry Coats, Vice-Mayor Mike Binkley, Commissioner Hugh Davis, Commissioner Preston Trotter and Commissioner David Crislip present. City Manager Steve Steinbach, Finance Director Maria George, Fire Chief Reed Bullock, City Planner Brett Morgan, City Engineer Harvey Matheny, Police Chief Phil Hendricks, Building Official Tommie Johnson and City Recorder Beverly Holloway were also present. Those present in the audience were William Meacham, Charles McElwee, Elizabeth McCommon, Bob Archer, Kay Long, Beth Gallagher, Firefighter Dwayne Cochran, Firefighter Michael Weldy, Lt. Adam Hursh, Officer Matt Kittrell, Office Richard Gallo, Dr. Darryl Dixon, Jim Ragon, Alvin Levy, Al Davis (Threesco), Jay and Jennifer Carlson, Dan Rutledge, 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: Elizabeth McCommon 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 as presented, seconded by Commissioner Preston Trotter. The Motion received all affirmative votes.

Agenda item 4. Any changes to the Minutes of the Regular Session of April 16, 2019; Motion to adopt the Minutes of the Regular Session of April 16, 2019.

Action taken: There were no changes to the Regular Session of April 16, 2019 and Commissioner Trotter moved to approve the Minutes of April 16, 2019 and seconded by Vice-Mayor 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

City Manager Steve Steinbach stated with two months remaining in the fiscal year 2019 we will come in under budget and will add to fund balance reserve, each of the fund balances are in healthy shape, all major revenue items are at 100% or in excess of 100% with the exception of sales tax and the state shared taxes which are tracking at 87% and 88% but anticipates the numbers will exceed at the conclusion.

Building Official Tommie Johnson stated during the month of April there were 49 total permits with 5 for new single family dwellings, conducted 198 inspections and handled 3 code compliance issues.

Fire Chief Reed Bullock stated during the month of April there were 7 residential fire sprinkler permits issued, 9 rough inspections along with 3 final inspections along with a total of 33 calls with 31 in the City and on Public Works the decentralized sewer representatives did a training session for our water and wastewater staff for three days

and staff is working on implementation of their recommendations and is in the process of identifying and correcting any problems along with getting our equipment on a good pm schedule for equipment longevity.

Police Chief Phil Hendricks, stated during the month of April there were 62 dispatched calls, 4 incident reports, 3 arrest reports and 0 vehicle crash reports and also last week Richard Gallo joined the department.

Action taken: Commissioner Hugh Davis moved to approve all reports, seconded by Commissioner David Crislip. The Motion received all affirmative votes.

Agenda item 6. Development Agreement – Power and Telephone Supply Company

City Engineer Harvey Matheny stated before you for consideration is the contract from Threesco LLC for the development of the Power and Telephone World Headquarters facilities, this is a 28 acre site, zoned for light industrial development, this facility will be approximately 220,000 square feet with room for possible expansion in the future of 90,000 sf, page 21 summarizes the development fees includes the surety amount (\$100,000.00) to protect the public's interest and to guarantee completion of the project as approve, their representatives are in the audience, this site is located on Keough Drive across the street from Pyramex, they will tie into the sewer system that was recently installed for Pyramex, a portion of their project is in Shelby County which has been approved.

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

Agenda item 7. Development Agreement – Fayette Trade Center (Hillwood Investment Properties)

City Engineer Harvey Matheny stated this agreement before you is Fayette Trade Center Building 1 LLC., this site is located east of the MCR facility on Hwy 72, consist of 42 acre site, it is a planned industrial development and will be approximately 628,000 square feet, page 21 summarizes the development fees, their representatives are also in the audience.

Commissioner Trotter inquired if the Marshall County sewer agreement will cover that building.

Mr. Matheny stated it will be a relatively low sewer discharge and we are within the allotted allowance.

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

Agenda item 8. Consideration of Bid/Bid Award – Decentralized Sewer Drip Field Grass cutting (Jackson Lawn Service)

Chief Bullock stated this is for the finishing mowing of all decentralized system fields and the primary property around the wastewater treatment plant, this is the only bidder received, this agreement has been amended from previous contacts with the contractor required to call staff to make sure the fields are in the condition to mow to avoid rutting the fields, this covers 7 parcels (46 acres).

Action taken: Commissioner Trotter moved to approve the bid on the drip fields, seconded by Vice-Mayor Binkley. The Motion received all affirmative votes.

Agenda item 9. Item referred from Planning Commission – Carlson Accessory Structure

City Planner Brett Morgan stated the applicant Ron Carlson (80 Southwind, Windbrook Estates) has requested approval of a 1580 square foot accessory structure, this is a garage consisting of 3 bays and 2nd story recreation area, Mr. Morgan went over article 3 of

the Zoning Ordinance, this went before the Planning Commission on May 14th for review and was approved and recommended it to the Board for approval, the materials will match the primary structure, this is an R-2 zoning and meets the bulk requirements, the applicants are in the audience.

Action taken: Commissioner Davis moved to approve the accessory structure, seconded by Commissioner Trotter. The Motion received all affirmative votes.

Agenda item 10. First Reading, Ordinance No. 304-19, amending the Piperton zoning map by rezoning from R-C to R-C/CD-O a total of 18.81 acres of property known as Crown Vista Estates

Commissioner Davis recused himself from any discussion or anything to do with this agenda item because of a vested interest in that parcel of land.

City Planner Brett Morgan stated the 18.82 acres is located off of Keough Drive, west of the Greenbrier Lakes CD-O and to the north is Piperton Preserve MUPD, this residential plan that does fit within the character of the existing developments and the applicant is requesting that a CD-O be placed on the 18.82 acres with 11 lots (gated subdivision) with varying size from 0.81 ac to 1.58 ac and are at 30% greenspace within the development, all the open space and the road system within the development will be private and maintained/controlled by the Home Owners Association, reviewed the landscape plan, gate house and material board with the replacement of shingles instead of a copper roof, and so the Planning Commission took this matter up in two separate meetings (April 9th & May 14th), on April 9th they approved the Master Development Plan and May 14th they came back with the landscape plan and open space plan and they showed they had a maintenance plan in place which is a CD-O requirement, the Planning Commission voted unanimously on both voting occasions to approve the development and to recommend it to this Board.

Commissioner Trotter inquired on sanitary sewer route into the system.

Mr. Matheny stated there is a 24 inch interceptor line that follows Russell Creek up to Hwy 57 which is not currently in use, not currently inspected or approved but based on correspondence received today from TDEC, approval for the sewer system needed for the convenience store along Hwy 72 that sewer line will be activate in the not to distance future so the plan for this development is to tie into that existing sewer line and if for some reason that sewer line wasn't made activate and things didn't turn out like we expected them to then they would have to put in a pump station and pump it back up to our lift station that services Piperton Preserve on a temporary basis until the line is activated.

Action taken: Vice-Mayor Binkley moved to approve the amendment of the Piperton Zoning Map by rezoning from R-C to R-C/CD-O of the property known as Crown Vista Estates, seconded by Commissioner Crislip. The Motion received all affirmative votes with Commissioner Davis recused.

Agenda item 11. FY 2019 – Presentation of Projected Revenues and Proposed Expenditures

City Manager Steve Steinbach stated that City Code requires that the City Administration presents a snapshot of anticipated revenues and expenditures for the subsequent fiscal year and Mr. Steinbach gave a brief overview comparing FY 2019 to FY 2020 and overall staff is anticipating a net increase roughly of \$124,000.00 right now and that is based on increases in personnel by adding 2 full-time Public Works, 3% raises for full-time personnel and there are increases in our operating expenditures related to personnel of roughly \$86,000.00, 3% increase in Health Insurance Premiums and the cost associated with that is close to \$40,000, on our current Retirement Benefit of 2% contribution to the Deferred Compensation is roughly \$8,700.00 and would like to discuss increasing that another 0.5% and the associated expense to increase is \$7,200.00 and then lastly other indicates increased

expenditures related to depreciation of our infrastructure namely the recent fast-track Pyramex sewer project and the Delta gravity line and the combined evaluation of that as we are still doing estimates on our depreciation schedule is roughly about \$10,000.00 in additional depreciation for the sewer line that is now operable so that will be increased expenditures as well, over all our capital expenditure budget is near \$1.5 million dollars most of these items due to circumstances beyond control are carry overs; for example-the Public Works building, assessing the decommissioning of the Greenbrier and Ridgewood Grove plants, also gave an overview of projected revenues versus preliminary expenditures by Fund; for the General Fund projected revenue of \$2.8 million dollars with expenditures in the General Fund we are in the black by nearly a half million dollars, for the Enterprise Fund, the Water and Sewer Funds are healthy and will remain healthy, staff is attempting to move all Water/Utility employees over to the Enterprise Fund, the other increases and decreases are related to increases in personnel and/or nominal increase in department operating expenses, staff commends all department heads in holding the line on their department operating expenses, and in sum the total revenues anticipated are just over \$4 million dollars and total expenditures of \$3.2 million and the over/under is almost \$800,000.00 that is not quite enough to address and adequately pay for all the operating expenditures and our capital expenditures but given our current fund balances we will have enough to address all the capital expenditures and still put money back into the bank, so preliminary we are in good shape even with the anticipated increases we attempt to manage conservatively in terms of employee costs, projected revenues for the General Fund are forecasted as an increase of \$267,000.00, the Enterprise Fund projection is an increase of \$250,000.00, and the Special Revenue Fund is \$30,000.00 and there is no tax increase projected, and we anticipate putting money back and this is a fully funded budget.

Agenda item 12. Any other old/new business, questions or matters from the audience.

Vice-Mayor Binkley stated under old business concerning the Chandler property, I would like to make a motion that we give the City Attorney authority to file any and all actions necessary regarding the Chandler property, seconded by Commissioner Davis. The Motion received all affirmative votes.

Agenda item 13. Adjournment.

Action taken: Commissioner Trotter made a motion to adjourn this meeting, seconded by Commissioner Crislip. The Motion received all affirmative votes and the meeting was adjourned at 7:42 p.m.

Respectfully submitted,

Beverly Holloway, City Recorder

Approved: _____ date: _____