

**MINUTES OF THE REGULAR SESSION OF THE  
PIPERTON BOARD OF MAYOR AND COMMISSIONERS  
June 27, 2017, 7:00 P.M.**

The Piperton Board of Mayor and Commissioners met in regular session on June 27, 2017 at 7:00 p.m. at City Hall, with Board members: Mayor Henry Coats, Vice-Mayor Mike Binkley, Commissioner Hugh Davis, and Commissioner Preston Trotter present. Commissioner Neil Taylor, City Planner Brett Morgan and City Engineer Harvey Matheny were absent. City Manager Steve Steinbach, Finance Director Maria George, Public Works Director Terry Parker, City Recorder Beverly Holloway, Police Chief Phil Hendricks, Fire Chief Reed Bullock were also present, along with Carolyn Rhea, William Meacham, Liz McCommon, Firemen Adam Hurst and Bryan Shoemaker, Linda Davis and Officers Matt Kittrell and Corey Traughber 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 Hugh Davis led in the Pledge of Allegiance to the American Flag.

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

**Action taken:** There were no changes to the Agenda and Vice-Mayor Mike 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 Work Session of May 2, 2017 and the Minutes of the Regular Session of May 16, 2017; Motion to adopt the Minutes of the Work Session of May 2, 2017 and the Minutes of the Regular Session of May 16, 2017

**Action taken:** There were no changes to the Minutes of the Work Session of May 2, 2017 and the Minutes of the Regular Session of May 16, 2017, Commissioner Hugh Davis moved to adopt the Minutes of the Work Session of May 2, 2017 and the Minutes of the Regular Session of May 16, 2017 as presented, 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

Steve Steinbach, City Manager, stated we are a few days out of the conclusion of fiscal year 2017 and everything is coming in nicely with regards to expenditures, and our revenue streams with regards to the summary financial statement; the primary revenue generators for the City are the property taxes and sales taxes, we have exceeded our budgeted numbers, and our building permit income is in excess of our budgeted amount and will continue to grow however we will fall short on our citations and other than that we will exceed our revenue projections and will come in under budget on most of those items not withstanding those that have been amended and with regard to our cash positions-the accounts are strong.

Mr. Steinbach on the Building Inspector's report stated there are 9 new single family dwellings permit which exceeds last month and exceeds last year, Piperton Preserve is just about ready to begin and anticipates pads to be poured, we are almost complete with the sewer connections and is contemplating another strong year.

Fire Chief Reed Bullock stated for the month of May there were 26 total calls, 24 calls in the City, 11 medical calls which is 46% of the calls and in conjunction with the Building Inspector, we had 11 permits for the sprinkler systems and 6 inspections with 2 of those being final inspections and on May 27 the City suffered damage and power outages, damages were reported to FEMA for disaster reimbursement and a FEMA representative inspected the damage and submitted an estimate.

Police Chief Phil Hendricks stated during the month of May there were 109 dispatched calls, 6 incident reports, 3 arrest reports, and 8 motor vehicles crashes.

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

**Agenda item 6.** Recess; hold Public Hearing concerning Ordinance No. 281-17, amending the Budget for FY 2016-2017 (Third Amendment)

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

Steve Steinbach, City Manager, stated this is the third and final budget amendment for fiscal year 2017, there is a notable change to the budget amendment request, the prior schedule had indicated a proposed budget amendment increase of \$4000.00 for the debris pickup but Terry Parker, Public Works Director, secured a deal in the amount of \$3050.00 which is \$450.00 dollars under budget so that was removed from the third budget amendment request and commended Mr. Parker for a good job, the balance of the budget amendment items are essentially revenue related and their associated expense from the vendors, staff is projecting an increase in revenues for general garbage collection, recycling collection and the associated vendor expense and a slight increase in revenues associated with yard waste bags.

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

**Agenda item 7.** Second Reading, Ordinance No. 281-17, amending the Budget for FY 2016-17, (Third Amendment)

**Action taken:** Vice-Mayor Binkley moved to adopt Ordinance No. 281-17 on second reading, seconded by Commissioner Davis. The Motion received all affirmative votes.

**Agenda item 8.** Recess: hold Public Hearing concerning Ordinance No. 280-17, adopting the Annual Budget and Tax Rate for the Fiscal Year 2017-18

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

Mr. Steinbach stated this is the second reading and public hearing for the fiscal year 2018 budget, the budget consists of the certified tax rate of \$0.3749 and staff is not proposing a property tax increase and has balanced the budget and with that Mr. Steinbach gave an overview of the projected revenues and proposed expenditures with the resulting increase for the fiscal year is approximately \$107,000.00, and that breaks into personnel \$81,000.00, \$16,000.00 for an increased health insurance, and other expenses related to vendor charges, depreciation and other operating expenses, so revenues (specific sources explained on exhibit B) \$2,722,000.00 for General Fund, \$647,000.00 for the Enterprise Fund which is water & sewer operations, and \$210,000.00 for Special Revenue Fund which is our street aid, sanitation funds so the bottom line number is \$2,949,000.00 and expenditures relative to total anticipated revenue is \$3,579,000.00 and the difference being \$629,887.47 and a lot of those revenues are related to tap fees that go into specific funds not attributable to operating cost but still projects maybe \$250,000.00 revenues over projected operating expenses, the proposed capital budget is \$873,540.00 which is a \$700,000.00 decrease from the 2017 fiscal year capital expenditures that were proposed and a lot of those were expenses that did not occur or large capital expenses associated with the Rossville

sewer connection that was paid for by cash, Mr. Steinbach gave an overview on Exhibit A which is the comprehensive overview of revenues with total revenues of \$3,578,769.00 and the proposed expenditures by department and fund balances brings it back to the \$2,949,000.00 in proposed expenditures and we see the addition of the capital expenditures, outlays and transfers for General Fund to Street Aid to pay for the proposed street paving, culvert repairs and a variety of public works capital projects, these numbers reflect through May 31<sup>st</sup> and will change again when the books are closed out, Mr. Steinbach gave an overview of the proposed 2018 capital budget by departments with a final total of \$873,540.00 and that concludes the overview of the 2018 budget.

Vice-Mayor Binkley stated it is a very good sound budget when reviewing.

Commissioner Trotter stated as he first reviewed this budget he originally thought capital expenditures and appropriation numbers were aggressive but as we go item by item it is things we need and if we are ever going to have a good time to do it now is the time.

Commissioner Davis stated he dittos everything said

Mayor Coats commended all staff on everyone's pride in the City, a great job on the budget and keeping everyone safe.

Commissioner Davis commended Mr. Steinbach for explaining all of this.

Mr. Steinbach thanked the Board.

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

**Agenda item 9.** Second Reading, Ordinance 280-17, Adopting the Annual Budget and Tax Rate for Fiscal Year beginning July 1, 2017 and ending June 30, 2018

**Action taken:** Vice-Mayor Binkley moved to adopt Ordinance 280-17, adopting the Annual Budget and Tax Rate for fiscal year beginning July 1, 2017 and ending June 30, 2018 on second reading, seconded by Commissioner Trotter. The Motion received all affirmative votes.

**Agenda item 10.** Recess: hold Public Hearing concerning Ordinance No. 277-17, amending the text of the Piperton Zoning Ordinance to amend Article 3, Section 3.3 for Accessory Structures (Swimming Pools)

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

Mr. Steinbach stated this is an ordinance to amend Article 3 of the Piperton Zoning Ordinance that is applicable to accessory structures, the proposed modifications which had been endorsed and approved by the Planning Commission are related to swimming pools, and previously the document was a little light in directives with regards to permits associated with swimming pools, the Planning Commission looked at this and working with their staff planner, Brett Morgan and the Building Official who has always enforced requirements of the International Building Code and the State Code but it was not codified within this document so this document identifies those specific provisions and includes those items that the Planning Commission directed staff to include, this document reflects the final version.

Commissioner Trotter inquired if an electrified water alarm was included in this document.

Mr. Steinbach stated he does not know about the requirements specifically related.

Vice-Mayor Binkley stated he has never heard of an electrified water alarms and stated that the pool is grounded in.

Mr. Steinbach stated he does not know specifically but knows the Planning Commission vetted this and revised this a couple of times and did add language with regards to alarm system for gates and anti-entrapment alarms and assumes the document reflects everything that is required by State Code but he is not familiar enough with any additional alarm measure for electrical devices.

Vice-Mayor Binkley stated it can be looked into.

Commissioner Trotter wants the Planning Commission to look into this subject.

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

**Agenda item 11.** Second Reading, Ordinance No. 277-17, amending the text of the Piperton Zoning Ordinance to amend Article 3, Section 3.3 for Accessory Structures (Swimming Pools)

**Action taken:** Vice-Mayor Binkley moved to adopt Ordinance No. 277-17, amending the text of the Piperton Zoning Ordinance to amend Article 3, Section 3.3 for Accessory Structures (Swimming Pools) on second reading, seconded by Commissioner Davis. The Motion received all affirmative votes.

**Agenda item 12.** Surplus Property Nomination Form – Police Dept.

Chief Phil Hendricks stated he would like to nominate the last two Crown Vic's for disposal and to replace those this fiscal year with two Ford Explorers and there are two Cities interested in the vehicles.

Commissioner Trotter inquired if they could be sold before the purchase of the two new ones.

Chief Hendricks stated it may be possible, there may be an opportunity to sell one prior to that but will have to hold on to one until the new vehicle arrives and will be looking at the State contract this year when the vehicles come out and receive more for them if selling to a department.

**Action taken:** Vice-Mayor Binkley moved to approve the sale of the two vehicles, seconded by Commissioner Davis. The Motion received all affirmative votes.

**Agenda item 13.** Resolution No. 17-194, Personnel Policy

Mr. Steinbach stated this version is correcting language in the personnel manual with regards to overtime, holidays and administrative flex time for the upcoming fiscal year on page 4, it deals with the calculation of and who it is applicable to and add provisions to the manual.

Commissioner Davis stated 1) transition it, 2) cap the hours and 3) develop procedures for how they earn it along with the use of flex time including taking it in a reasonable time period otherwise it is lost and volunteered to help further.

**Action taken:** Commissioner Davis moved to adopt Resolution No. 17-194, Personnel Policy, seconded by Commissioner Trotter. The Motion received all affirmative votes.

**Agenda item 14.** Any other old/new business, questions or matters from the audience

Liz McCommon stated on behalf of myself and other residents in the south part of the City, we express appreciation to the City for picking up all the trash/debris after the storm.

**Agenda item 15.** Adjournment

**Action taken:** Vice-Mayor Binkley moved to adjourn, seconded by Commissioner Trotter. The Motion received all affirmative votes and the meeting was adjourned at 8:13 p.m.

Respectfully submitted,

Beverly Holloway, City Recorder

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