

**MINUTES OF THE REGULAR SESSION OF THE
PIPERTON BOARD OF MAYOR AND COMMISSIONERS
August 15, 2023, 6:00 P.M.**

The Piperton Board of Mayor and Commissioners met in a regular session on August 15, 2023 at 6:00 p.m. at City Hall, with Board members: Mayor Henry Coats, Vice-Mayor Mike Binkley, Commissioner David Crislip, and Commissioner Russ Fletcher. Commissioner Bret Morris was absent. City Manager Steve Steinbach, Police Deputy Chief Jonathan Roney, Fire Chief Reed Bullock, Finance Director Maria George, Public Works Director Richard Mills, Building Official Elizabeth Reed, and City Recorder Beverly Holloway were present. City Engineer Harvey Matheny and City Planner Brett Morgan were absent. Elizabeth McCommon, Billy Meacham, Emile David, Carolyn Rhea (Fayette Falcon), Vicki Hancock, Letha Granberry, Mark Jenkins, Jack Murphy, Officer Taylor, and et al were present in the audience.

Agenda item 1. Call to order, establish quorum

Action taken: Mayor Henry Coats called the meeting to order at 6:00 p.m., and established that a quorum was present.

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

Action taken: Public Works Director Richard Mills led in the opening Prayer and Mayor Coats 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 David Crislip moved to adopt the agenda, seconded by Commissioner Russ Fletcher. The Motion received all affirmative votes.

Agenda item 4. Any changes to the Minutes of the July 18, 2023 Beer Board, and to the Minutes of the Regular Session of July 18, 2023: Motion to adopt the Minutes of the July 18, 2023 Beer Board, and the Minutes of the Regular Session of July 18, 2023

Action taken: There were no changes to the Minutes of the July 18, 2023 Beer Board, and the Minutes of the Regular Session of July 18, 2023, Commissioner Russ Fletcher moved to approve the Minutes of the July 18, 2023 Beer Board and the Minutes of the Regular Session of July 18, 2023, seconded by Commissioner Crislip. The Motion received all affirmative votes.

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

City Manager Steve Steinbach stated we are still in the process of closing out fiscal year 2023. Cash positions now exceed \$7.4 million dollars as we start to embark upon an ambitious capital improvement plan for the city. Balances on the rest of our funds across the board are strong. Your financial reports will indicate income beginning to come in. A new convenience store just opened in the south part of the city last week. That will make a heavy impact as well as Heavy Machines.

Building Official Elizabeth Reed stated we have issued 6 certificates of occupancy. Our numbers for active single-family dwellings are staying up there. Issued 7 new single-family permits issued last month with several waiting for review at the time this report was made, so there is an upward trend on new building permits, total fees collected for July was \$44,167.99, conducted 141 inspections, and handled 40 code compliance issues (mainly grass and trash).

Public Works Director Richard Mills stated construction on the Piper House is still ahead of schedule. Windows and doors will be delivered at the end of this month or the first week in September. Our SCADA system is up and working. It has already shown us some issues at

certain lift stations. The water tank is operating great with the electric valve. It is draining and refilling every day. Rossville had a sewer rate (6.5%) increase last month, going from \$14.93 per thousand to \$15.91. The sewer flow going to Rossville for July was 1,625,200 gallons for 06/26/23 to 07/26/23 (30 days). That is an average of 54,173.33 gallons per day (67.72% of the allotted 80,000 gallons per day). There were 90 Tennessee 811 line locates. There were 128 total work orders with 6 still pending with 16 hours of after hour call outs.

Mayor Coats inquired if it is possible to analyze the data going to Rossville as far as the number of homes that have come online in the last 3 or 4 months and see if it should be rising to 54 or is there some leakage.

Mr. Mills stated I can look at that. Also, ANR pipeline has agreed to donate 25 benches for our upcoming park. They also have a Governmental Affairs Group that they will put me in touch with as they would like to do more for Piperton and our park. We also received a thank you letter from Carl Perkins for participating in the Back-to-School Drive.

Fire Chief Reed Bullock stated during the month of July there were 7 final inspections, with 32 total calls (25 in the city). There were 7 mutual aid call (5 in Rossville & 2 in West Fayette). I was also notified that we received a \$78,410.50 grant which 5% of that will be a city match of \$3,733.84. That covers 10 sets of turnouts, thermal imaging cameras and several gas monitors. I need the Board approval to accept the award. This is a performance period grant (8/14/2023 to 08/13/2025).

Action taken: Vice-Mayor Binkley moved to accept the Fire Fighters Grant, seconded by Commissioner Fletcher. The Motion received all affirmative votes.

Police Deputy Chief Roney stated in the month of July, there were 51 dispatched calls, 2 incident reports, 1 arrest report and 6 motor vehicle crashes. We are back to full staff as of last week.

Mr. Steinbach stated Mr. Matheny and Mr. Morgan were given the night off. Tuscan Iron Entries was approved by the Planning Commission and will be coming before this body for first reading of their planned development application. It is the southwest corner of Milton and Hwy 72. It is an 80,000 square foot structure on about 6 acres.

Mayor Coats stated that is about 90% retail.

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

Agenda item 6: Consideration of acquisition of Police and Public Works Vehicles

Deputy Chief Roney stated this has been a big undertaking trying to find vehicles, especially Explorers.

Mayor Coats stated we have been looking for Explorers for a year and a half and been unable to get any.

Deputy Chief Roney stated so, like other agencies, we are going to trucks. We found 2 F150 trucks with the police package at the State Contract Dealer in Henderson. The pricing is elevated due to the police equipment already installed on them. We originally budgeted two Explorers for \$80,000.00 and an equipment budget of \$32,000.00. The trucks with the equipment already installed comes out to \$110,635.00. The remaining equipment left to be installed is 2 police radios, and a push bar installed on one of the trucks along with striping. By getting the trucks, this will allow us to take the two unmarked explorers which one is completely outfitted but needs to be striped and the other car will have a cage installed from another vehicle and Public Works will assist us on the install of the cage to save money instead of sending it to Comserv. That vehicle will also have a radar unit and a gun lock installed as well as striping and at that point those units will go into patrol and we will have 2 spare units. The whole project is \$8,229.45 over what vehicle and equipment was budgeted for.

Mayor Coats inquired on changing the striping on the new vehicles.

Deputy Chief Roney stated yes, there are several different designs and awaiting pricing but will bring it back to the Board. All the new vehicles will be a new design.

Action taken: Commissioner Fletcher moved to accept the extra \$8,229.45 to get the vehicles in service quickly, seconded by Vice-Mayor Binkley. The Motion received all affirmative votes.

Mr. Steinbach stated that your action will manifest itself in a budget amendment, and our first one. This is a state approved contract vendor.

Mr. Mills stated this is the second year that my two trucks have been budgeted.

Mayor Coats stated those were F250 trucks and we haven't been able to acquire any of those either.

Mr. Mills stated there is an F150 truck at Lonnie Cobb Ford which has the state contract. They have one. I budgeted for two trucks for a total amount of \$64,000.00. This truck at Lonnie Cobb is \$45,545.00 which leaves a balance of \$18,455.00. I have a 2011 F150 that I would like permission from the Board to put a motor in it. There is nothing wrong with the body, drive train, and the interior other than the radio doesn't work. I received three quotes for replacing the engine and the cheapest quote was \$9,213.50. That is a 3 year/100,000-mile warranty and that includes labor.

Commissioner Crislip inquired on the transmission.

Mr. Mills stated we actually bought a scanner because we are going to start repairing things in house. The drive train, front end, transmission, and rear end all checked good. So, I don't see any reason to send it to the bone yard when we can replace the engine and put some more miles on it.

Vice-Mayor Binkley inquired if the F150 will be enough truck?

Mr. Mills stated that is the only truck I can find.

Vice-Mayor Binkley stated I sure hate to waste money on a truck that can't pull.

Mr. Mills stated we do have one other larger truck that does most of our pulling but the F150 can pull a trailer with a couple of lawn mowers on it. I think it would server Piperton well for a while. I need the trucks.

Mayor Coats stated based on refurbishing one or having the engine replaced and buying the other one, will you be where you should be on your budget? Or will you be a little under?

Mr. Mills stated I will be well under budget to about \$10,000.00.

Action taken: Vice-Mayor Binkley moved to approve the purchase of the F150 and repair the 2011 F150, seconded by Commissioner Fletcher. The Motion received all affirmative votes.

Agenda item 7. First reading, Ordinance No. 377-23, establishing a fee for the issuance of road cut and boring permits in the City of Piperton Roads, Right-Of-Ways and Utility Easements

Mr. Mills stated we have had several groups come in and start putting in underground utilities in Piperton and cause a lot of havoc. They come in, start work and we don't know they are anywhere around until we start getting complaints. This ordinance can help alleviate that problem. With this ordinance, any contractor that will be boring or doing a road cut in Piperton will have to get a permit. There will be fees associated with the permit. They will have to submit three drawings for review and approval before they can start work. Without this ordinance, we don't have a way to stop these guys and make them do right. They have torn up yards and damaged infrastructure. Some have paid for the repairs, but I have one outstanding contractor that has not paid. He is coming back to Piperton.

Vice-Mayor Binkley inquired if we need to require a bond at all.

Mr. Mills stated typically we haven't in the past but if that is something the Board would like to add to this.

Mr. Steinbach stated we utilize an administrative letter of credit if circumstances warrant. If they are installing over existing infrastructure or boring under roads, we will secure a

performance surety. It is a little different than the development contract you are used to with developments and it is administratively approved. The circumstances will dictate whether Richard believes that a performance surety is necessary. This is for the right to start permitting.

Action taken: Vice-Mayor Binkley moved to approve Ordinance No. 377-23 on first reading, seconded by Commissioner Crislip. The Motion received all affirmative votes.

Agenda item 8. First reading, Ordinance No. 378-23, to delete and replace Ordinance 361-22 in its entirety, as the adjustment of Water Usage Rates

Mr. Steinbach stated as we have done over the past several years, we have hired Rate Studies out of Lebanon, Tennessee (Buddy Petty) to assess our rate structure. Last year we did our rate study and the recommendation was for a perpetual 3% increase into the horizon. However, we have had a couple of procuring causes that have resulted in staff proposing a higher than typical rate increase. Collierville increased its water rate 20% and Rossville increased its sewer rate as Richard previously noted. This is going to have an impact on our rate structure. We are still assessing this and this is a first reading. The ordinance (378-23) before you and the companion ordinance 379-23 for the sewer will reflect the proposed rate increases. Included in your packet is a summary of the study, it is not the entire document as staff is still going through the document. This is an overview of the two events that I just discussed; the Collierville and Rossville increase plus SCADA. There is a suggestion that SCADA be depreciated but I don't want it depreciated. We will not depreciate it; but we will have to expense it and that will impact our books in the first year. We cannot absorb without an accompanying rate increase. The current rate structure which includes a base rate plus a dollar amount associated with a volumetric analysis and the proposed rate increase which is 15%. That is the minimum to cover and keep our margins, we are not passing on the entirety of the 20% Collierville rate increase. This ordinance also includes rates for outside of the corporate limits with a surcharge. The proposed increases the base from \$17.30 to \$19.90 and the volumetric component from \$3.10 to \$3.60 per 1000 gallon. This is first reading subject to change as we continue our analysis of the impact of the Collierville and Rossville rate increases.

Action taken: Vice-Mayor Binkley moved to approve Ordinance No. 378-23 on first reading, seconded by Commissioner Crislip. The Motion received all affirmative votes.

Agenda item 9. First Reading, Ordinance No. 379-23, to delete and replace Ordinance No. 362-22 in its entirety, as to the adjustment of Decentralized and Centralized Sewer Rates

Mr. Steinbach stated we implement a flat rate for both our centralized and decentralized customers. Our current rate of \$48.10 with the 5% increase is \$50.50 to absorb the Rossville increase. Commercial has a 5% increase across the board and we do implement for commercial customers a volumetric component to that. Piperton is unique that we treat sewer affluent through three means: decentralized by nature, Rossville and Marshall Utilities. Marshall Utilities takes care our of industrial triangle south of Hwy 72. The same 5% increase is proposed for the West and East Basin. This is first reading and we are still in the process to make sure we have our numbers correct.

Action taken: Vice-Mayor Binkley moved to approve Ordinance No. 379-23 on first reading, seconded by Commissioner Fletcher. The Motion received all affirmative votes.

Agenda item 10. BZA reappointment approval for expiring terms of Vice-Mayor Mike Binkley (3 years) and Mr. Harry Hartwig (1 year)

Action taken: Commissioner Fletcher moved to approve the reappointments of Vice-Mayor Binkley and Mr. Hartwig to the BZA, seconded by Commissioner Crislip. Vice-Mayor Binkley abstained. The Motion received three affirmative votes. The Motion passed.

Agenda item 11. Any other unfinished/new business, questions or matters from the audience
Vice-Mayor Binkley inquired on the water bill chart that shows what the usage is. It would be nice if it had amounts to compare to. Also, there are a lot of people that get their bills paid automatically but they still send them a return envelope. That could save us or them some money.

Mr. Mills stated he will check into that.

There were no additional comments from the audience.

Agenda item 12. Adjournment

Action taken: Vice-Mayor Binkley made a motion to adjourn the meeting, seconded by Commissioner Crislip. The Motion received all affirmative votes and the meeting was adjourned at 6:34 p.m.

Respectfully submitted,

Beverly Holloway, City Recorder

Approved: _____ date: _____