

**Board of Mayor and Aldermen Meeting
July 5, 2016
Dyersburg Municipal Court Room**

- (1) **Call to Order:** The Board of Mayor and Aldermen met in regular session on Tuesday, July 5, 2016 in the Dyersburg Municipal Court Room at 7:00 p.m. Mayor John Holden presided over the meeting. The meeting opened with prayer by Alderman Bob Kirk. Mayor Holden noted all Aldermen were present.
- (2) **Approval of Minutes:** The minutes of the June 20, 2016 meeting were approved on a motion by Alderwoman Carolyn Norman, followed by a second from Robert Taylor, Jr. The motion passed approving the minutes.

(3) **Unfinished Business:** None presented.

(4) **New Business:**

a. **Bad debt write-off for 2015/2016 – Steve Anderson.**

Mr. Steve Anderson presented \$51,180.94 as a bad debt write off for the Board to approve from the 2015-16 annual operating budget. Mayor Holden called for a motion to approve this write off. Alderman Bob Kirk motioned to approve the write-off as presented by Mr. Anderson, followed by a second from Alderman Bill Escue. The motion was approved by full board vote.

b. **Public Hearing – An Ordinance of the City of Dyersburg, Tennessee, adopting a budget for the fiscal year July 1, 2016 through June 30, 2017 – Ordinance BB655**

City Treasurer Steve Anderson presented Ordinance BB655 to adopt a budget for the fiscal year July 1, 2016 through June 30, 2017:

ORDINANCE BB655

AN ORDINANCE OF THE CITY OF DYERSBURG, TENNESSEE ADOPTING THE ANNUAL BUDGET AND TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017

WHEREAS, *Tennessee Code Annotated* Title 9 Chapter 1 Section 116 requires that all funds of the State of Tennessee and all its political subdivisions shall first be appropriated before being expended and that only funds that are available shall be appropriated; and

WHEREAS, the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any monies regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

WHEREAS, the Board of Mayor and Aldermen has published the annual operating budget and budgetary comparisons of the proposed budget with the prior year (actual) and the current year (estimated) in a newspaper of general circulation not less than ten (10) days prior to the meeting where the Board will consider final passage of the budget.

NOW THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF DYERSBURG, TENNESSEE AS FOLLOWS:

SECTION 1: That the governing body estimates anticipated revenues of the municipality from all sources to be as follows for fiscal year 2016:

General Fund	FY 2015 Actual	FY 2016 Estimated
Taxes	\$ 12,615,913	\$ 13,186,772
Licenses and Permits	75,959	79,845
Intergovernmental	2,963,822	3,073,397
Charges for Services	976,379	922,432
Fines and Forfeitures	193,904	185,934
Misc Other Revenues	2,391,411	2,291,414
Other Sources (Uses)	128,505	692,481
Total Revenues	\$ 19,345,893	\$ 20,432,275
Beginning Fund Balance	916,438	856,563
Total Available Funds	\$ 20,262,331	\$ 21,288,838

Gas Fund	FY 2015 Actual	FY 2016 Estimated
Gas Sales	\$ 6,834,950	\$ 4,619,520
Transportation Charges	237,358	184,169
Installation Charges	84,145	78,275
Misc Other Revenues	83,914	85,722
Total Revenues	\$ 7,240,367	\$ 4,967,686
Beginning Net Position	13,736,937	14,635,492
Total Available Funds	\$ 20,977,304	\$ 19,603,178

Water & Sewer Fund	FY 2015 Actual	FY 2016 Estimated
Water Sales	\$ 3,451,081	\$ 3,450,516
Sewer Fees	3,197,724	3,226,494
Installation Charges	77,919	101,628
Misc Other Revenues	2,200,526	370,328
Total Revenues	\$ 8,927,250	\$ 7,148,966
Beginning Net Position	19,056,039	21,336,997
Total Available Funds	\$ 27,983,289	\$ 28,485,963

Solid Waste Fund	FY 2015 Actual	FY 2016 Estimated
Refuse Collection Fees	\$ 2,181,120	\$ 2,183,322
Refuse Disposal Fees	273,094	257,888
Misc Other Revenues	17,730	17,569
Total Revenues	\$ 2,471,944	\$ 2,458,779
Beginning Net Position	2,718,417	2,501,003
Total Available Funds	\$ 5,190,361	\$ 4,959,782

TIP Fund	FY 2015 Actual	FY 2016 Estimated
Fines and Forfeitures	\$ 24,154	\$ 26,989
Misc Other Revenues	17,046	162,641
Total Revenues	\$ 41,200	\$ 189,630
Beginning Fund Balance	197,186	197,348
Total Available Funds	\$ 238,386	\$ 386,978

Community Dev Fund	FY 2015 Actual	FY 2016 Estimated
Misc Other Revenues	\$ 4,399	\$ 98,516
Other Sources (Uses)	65,376	81,725
Total Revenues	\$ 69,775	\$ 180,241
Beginning Fund Balance	17,056	3,916
Total Available Funds	\$ 86,831	\$ 184,157

Cemetery Trust Fund	FY 2015 Actual	FY 2016 Estimated
Misc Other Revenues	\$ 29,967	\$ 42,198
Other Sources (Uses)	6,523	2,888
Total Revenues	\$ 36,490	\$ 45,086
Beginning Fund Balance	1,379,403	1,405,168
Total Available Funds	\$ 1,415,893	\$ 1,450,254

Internal Service Fund	FY 2015 Actual	FY 2016 Estimated
Joint Cost Charges	\$ 778,254	\$ 838,793
Misc Other Revenues	24,531	25,835
Total Revenues	\$ 802,785	\$ 864,628
Beginning Net Position	681,181	679,910
Total Available Funds	\$ 1,483,966	\$ 1,544,538

Communications Fund	FY 2015 Actual	FY 2016 Estimated
Joint Cost Charges	\$ 746,665	\$ 803,993
Misc Other Revenues	280,391	274,253
Total Revenues	\$ 1,027,056	\$ 1,078,246
Beginning Net Position	538,407	436,334
Total Available Funds	\$ 1,565,463	\$ 1,514,580

Insurance Reserve Fund	FY 2015 Actual	FY 2016 Estimated
Joint Cost Charges	\$ 3,872,530	\$ 3,091,097
Misc Other Revenues	277	1,381
Total Revenues	\$ 3,872,807	\$ 3,092,478
Beginning Fund Balance	50,493	50,493
Total Available Funds	\$ 3,923,300	\$ 3,142,971

Debt Service Fund	FY 2015 Actual	FY 2016 Estimated
Taxes	\$ 1,474,086	\$ 1,549,797
Misc Other Revenues	41,323	45,475
Other Sources (Uses)	251,119	249,754
Total Revenues	\$ 1,766,528	\$ 1,845,026
Beginning Fund Balance	1,886,490	2,029,189
Total Available Funds	\$ 3,653,018	\$ 3,874,215

SECTION 2: That the governing body appropriates from these revenues and unexpended and unencumbered funds as follows:

General Fund	FY 2015 Actual	FY 2016 Estimated
General Government	\$ 1,717,912	\$ 1,785,009
Police Department	5,341,087	5,628,898
Fire Department	3,539,315	3,479,015
Building Inspection	216,938	212,054
Public Works	2,959,802	3,371,400
Parks & Recreation	1,864,904	1,652,675
Debt Service	806,187	940,171
Municipal Airport	1,036,714	734,014
Misc Expenditures	1,922,909	2,541,677
Total Appropriations	\$ 19,405,768	\$ 20,344,913
Surplus/(Deficit)	\$ (59,875)	\$ 87,362
Ending Fund Balance	\$ 856,563	\$ 943,925

Gas Fund	FY 2015 Actual	FY 2016 Estimated
Purchase of Gas	\$ 3,872,813	\$ 2,899,087
Distribution of Gas	1,017,177	1,074,561
Accounting & Collection	378,948	446,000
Administration	820,497	753,280
Nonoperating	252,377	249,271
Total Appropriations	\$ 6,341,812	\$ 5,422,199
Surplus/(Deficit)	\$ 898,555	\$ (454,513)
Ending Net Position	\$ 14,635,492	\$ 14,180,979

Water & Sewer Fund	FY 2015 Actual	FY 2016 Estimated
Water Purification	\$ 1,908,780	\$ 1,908,225
Water Distribution	506,995	467,007
Sewer Collection	267,136	333,055
Sewer Treatment	1,769,049	1,865,579
Accounting & Collection	388,582	467,996
Administration	1,015,392	878,571
Nonoperating	790,358	807,945
Total Appropriations	\$ 6,646,292	\$ 6,728,378
Surplus/(Deficit)	\$ 2,280,958	\$ 420,588
Ending Net Position	\$ 21,336,997	\$ 21,757,585

Solid Waste Fund	FY 2015 Actual	FY 2016 Estimated
Administration	\$ 620,665	\$ 534,027
Accounting & Collection	51,421	64,799
Refuse Collection	1,095,825	1,150,628
Refuse Disposal	920,902	876,911
Nonoperating	545	0
Total Appropriations	\$ 2,689,358	\$ 2,626,365
Surplus/(Deficit)	\$ (217,414)	\$ (167,586)
Ending Net Position	\$ 2,501,003	\$ 2,333,417

TIP Fund	FY 2015 Actual	FY 2016 Estimated
Administration	\$ 41,038	\$ 65,651
Total Appropriations	\$ 41,038	\$ 65,651
Surplus/(Deficit)	\$ 162	\$ 123,979
Ending Fund Balance	\$ 197,348	\$ 321,327

Community Dev Fund	FY 2015 Actual	FY 2016 Estimated
Administration	\$ 82,915	\$ 178,872
Total Appropriations	\$ 82,915	\$ 178,872
Surplus/(Deficit)	\$ (13,140)	\$ 1,369
Ending Fund Balance	\$ 3,916	\$ 5,285

Cemetery Trust Fund	FY 2015 Actual	FY 2016 Estimated
Administration	\$ 10,725	\$ 10,850
Total Appropriations	\$ 10,725	\$ 10,850
Surplus/(Deficit)	\$ 25,765	\$ 34,236
Ending Fund Balance	\$ 1,405,168	\$ 1,439,404

Internal Service Fund	FY 2015 Actual	FY 2016 Estimated
Accounting & Collections	\$ 241,604	\$ 257,041
Billing	152,250	159,493
Meter Reading	177,433	188,354
Administration	33,921	31,339
Computer Operations	198,848	221,455
Total Appropriations	\$ 804,056	\$ 857,682
Surplus/(Deficit)	\$ (1,271)	\$ 6,946
Ending Net Position	\$ 679,910	\$ 686,856

Communications Fund	FY 2015 Actual	FY 2016 Estimated
Administration	\$ 244,653	\$ 200,470
Communications Services	794,563	820,711
Emergency Warning	89,913	41,331
Total Appropriations	\$ 1,129,129	\$ 1,062,512
Surplus/(Deficit)	\$ (102,073)	\$ 15,734
Ending Net Position	\$ 436,334	\$ 452,068

Insurance Reserve Fund	FY 2015 Actual	FY 2016 Estimated
Administration	\$ 357,439	\$ 299,755
Health Insurance	3,491,066	2,769,082
Life Insurance	24,302	23,641
Total Appropriations	\$ 3,872,807	\$ 3,092,478
Surplus/(Deficit)	\$ -	\$ -
Ending Fund Balance	\$ 50,493	\$ 50,493

Debt Service Fund	FY 2015 Actual	FY 2016 Estimated
Debt Service	\$ 1,623,829	\$ 1,652,991
Total Appropriations	\$ 1,623,829	\$ 1,652,991
Surplus/(Deficit)	\$ 142,699	\$ 192,035
Ending Fund Balance	\$ 2,029,189	\$ 2,221,224

SECTION 3: At the end of the current fiscal year the governing body estimates balances/(deficits) as follows:

General Fund	\$ 943,925
Gas Fund	\$ 14,180,979
Water & Sewer Fund	\$ 21,757,585
Solid Waste Fund	\$ 2,333,417
TIP Fund	\$ 321,327
Community Dev Fund	\$ 5,285
Cemetery Trust Fund	\$ 1,439,404
Internal Service Fund	\$ 686,856
Communications Fund	\$ 452,068
Insurance Reserve Fund	\$ 50,493
Debt Service Fund	\$ 2,221,224

SECTION 4: That the governing body recognizes that the municipality has bonded and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Principal	Interest Requirements
Bonds	\$ 1,019,700	\$ 455,700
Notes	\$ 1,726,000	\$ 242,300

SECTION 5: During the coming fiscal year the governing body has planned capital projects and proposed funding as follows:

Proposed Capital Projects	Proposed Amt Financed by Appropriations	Proposed Amt Financed by Debt
Street Paving	\$ 970,000	\$ 970,000
Building Improvements	\$ 245,000	\$ -
Sewer System Repairs	\$ 118,000	\$ -
Vehicles & Equipment	\$ 181,000	\$ -

SECTION 6: No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 T.C.A. Section 6-56-208. In addition, no appropriation may be made in excess of available funds except to provide for an actual emergency threatening the health, property or lives of the inhabitants of the municipality and declared by a two-thirds (2/3) vote of at least a quorum of the governing body in accordance with Section 6-56-205 of the *Tennessee Code Annotated*.

SECTION 7: Money may be transferred from one appropriation to another in the same fund in an amount of up to \$1,000 by the Mayor, subject to such limitations and procedures as set in the Budget Policy adopted by the Board of Mayor and Aldermen by Section 6-56-209 of the *Tennessee Code Annotated*. Any resulting transfers shall be reported to the governing body at its next regular meeting and entered into the minutes.

SECTION 8: A detailed financial plan will be attached to this budget and become part of this budget ordinance. In addition, the published operating budget and budgetary comparisons shown by fund with beginning and ending fund balances and the number of full time equivalent employees required by Section 6-56-206, *Tennessee Code Annotated* will be attached.

SECTION 9: If for any reason a budget ordinance is not adopted prior to the beginning of the next fiscal year, the appropriations in this budget ordinance shall become the appropriations for the next fiscal year until the adoption of the new budget ordinance in accordance with Section 6-56-210, *Tennessee Code Annotated* provided sufficient revenues are being collected to support the continuing appropriations for no longer than 60 days after the end of the fiscal year. Approval of the Director of the Office of State and Local Finance in the Comptroller of the Treasury for a continuation budget will be requested if any indebtedness is outstanding.

SECTION 10: There is hereby levied a property tax rate of \$2.37 per \$100 of assessed value on all real and personal property.

SECTION 11: All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the respective fund balances.

SECTION 12: The Board of Mayor and Aldermen may appropriate funds for the financial aid of certain governmental entities and nonprofit organizations pursuant to the authority granted by Section 6-54-111 of the *Tennessee Code Annotated* and in accordance with the *Internal Control and Compliance Manual for Tennessee Municipalities*. Resolutions authorizing appropriations to each of these organizations are attached as part of the budget document.

SECTION 13: The adoption of this budget shall include the attached 2016-2017 Schedule of Fees.

SECTION 14: This ordinance shall take effect July 5, 2016, the public welfare requiring it.

Mayor

SEAL

ATTESTED:

City Recorder

Mayor Holden called for a motion to approve Ordinance BB 655. Alderman Kevin Chaney motioned for approval of the Ordinance as presented before the Board. Alderman Bill Escue seconded the motion. The motion passed by full board vote.

- c. **Notice of Public Hearing – July 5, 2016 – AN ORDINANCE FOR THE PURPOSE OF AMENDING THE CITY OF DYERSBURG, TENNESSEE MUNICIPAL ZONING ORDINANCE REGULATING DEVELOPMENT WITHIN THE CORPORATE LIMITS OF DYERSBURG, TENNESSEE, TO MINIMIZE DANGER TO LIFE AND PROPERTY DUE TO FLOODING, AND TO MAINTAIN ELIGIBILITY FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM.**

ORDINANCE BB656

AN ORDINANCE FOR THE PURPOSE OF AMENDING THE CITY OF DYERSBURG, TENNESSEE MUNICIPAL ZONING ORDINANCE REGULATING DEVELOPMENT WITHIN THE CORPORATE LIMITS OF DYERSBURG, TENNESSEE, TO MINIMIZE DANGER TO LIFE AND PROPERTY DUE TO FLOODING, AND TO MAINTAIN ELIGIBILITY FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM.

Mayor Holden called for a motion to approve Ordinance BB 656. Alderman Mike Morgan motioned for approval of the Ordinance as presented before the Board. Alderwoman Carolyn Norman seconded the motion. The motion passed by full board vote.

- d. **Notice of Public Hearing – July 5, 2016 – AN ORDINANCE TO AMEND THE DYERSBURG MUNICIPAL ZONING MAP TO REZONE PROPERTIES NEAR UPPER FINLEY ROAD AND N. HIGHWAY 51 BYPASS FROM R-1 (HIGH DENSITY RESIDENTIAL) DISTRICT TO B-2 (GENERAL TRADE AND SERVICES) DISTRICT.**

ORDINANCE BB657

Mayor Holden called for a motion to approve Ordinance BB 657. Alderman Bob Kirk motioned for approval of the Ordinance as presented before the Board. Alderman Robert Taylor, Jr. seconded the motion. The motion passed by full board vote.

e. **Chamber of Commerce – 2016/2017 TED Budget & Economic Development Update – Jimmy Williamson**

Jimmy Williamson, representing the Chamber of Commerce, and the Tourism and Economic Development (TED) committee opened the presentation expressing his excitement and enthusiasm for the work the Chamber does on behalf of the community. Mr. Williamson provided an update of past year accomplishments in 2015/16, and current endeavors for community growth and industry recruitment, and promotion of tourism plans. Mr. Williamson requested Board approval and financial support of the 2016-17 budgets as presented before the Board. The 2016-17 budget presented by Mr. Williamson will be funded through hotel/ motel tax revenue annually received by the City.

Mayor Holden entertained a motion for approval of the 2016-17 TED budget. Alderman Dennis Moody made a motion to approve the budget, followed by a second from Alderman Robert Taylor, Jr. The motion passed by full vote.

f. **Street & Sanitation Committee Meeting – June 23, 2016 – Chairman Mike Morgan.**

Street/Sanitation Committee Meeting

City of Dyersburg

June 23, 2016

The Street/Sanitation Committee met Tuesday, June 23, 2016 at 10:00 a.m. in the second floor conference room at City Hall.

Members Present Included: Mayor John Holden, Kevin Chaney, Bill Escue, and Committee Chairman Mike Morgan.

Other Alderman Board Members: Terry Glover, Bob Kirk

Staff and Others Present: John Damesworth, Street and Sanitation, Steve Anderson, Treasurer, Greg Williams, Purchasing Agent, Scott Ball, Storm Water, Tiffany Heard, Engineer, SSR., Thomas Mullins, City Codes Department, Steve Isbell, Chief of Police, Mike Smith and Kristen Dycus, State Gazette, John Chlarson, Public Works Consultant, MTAS, James Scott, Division of Water Resources, TDEC

Chairman Mike Morgan called the meeting to order. Chairman Morgan opened the meeting with prayer. The committee convened to discuss the following agenda items:

1. Status of Construction of New Landfill Cell Bid:

Scott Ball reported on the most recent bids for the development of a new landfill cell as follows:

<u>Bidder:</u>	<u>Amount:</u>
Clifco	No bid
Ford Construction	1,957,613.00
Atlantis Commercial Group	2,199,453.00
Coffey Construction	1,295,042.00
Chesapeake Containment Systems	No Bid
Claunch Construction	No Bid
ENSCOR, LLC	No bid
Pickett Industries	1,864,195.00
Texas Environmental Systems	No bid
Xcavators, Inc.	No bid

After review by the city engineer and staff reviewing the bids Coffey Construction was recommended to the Finance committee for approval of their bid. Tiffany Heard stated the construction time is contracted for 175 days. She further noted the cell should have a 10 year life span, and the city will fund final testing upon completion of the cell construction.

Alderman Kevin Chaney motioned to approve the contract bid from Coffey Construction as presented. Alderman Bill Escue seconded the motion. The motion was approved and will be presented before the Mayor and Board of Aldermen on July 5, 2016.

2. Status of Retention Basins:

Scott Ball introduced John Chlarson who presented information to the committee discussing the City's current guidelines and responsibilities to TDEC and the EPA for long term inspection and maintenance of storm water control measures, specifically, retention basins. He included information regarding current City ordinances, public benefit, and use of public funds. The committee heard much discussion, resulting in a motion by Alderman Kevin Chaney stated for the City to take the necessary steps to acquire the necessary maintenance agreements for these retention ponds that provide a public benefit. Chairmen Mike Morgan stated he would second the motion with the understanding that they were put in years ago for drainage, and with a maintenance agreement, and take it before the Board. Upon committee vote on the motion, Alderman Bill Escue recused himself from voting. Chairman Morgan and Alderman Chaney voted to approve the motion. Mayor Holden voted no to the motion. The motion was approved and will be presented before the Mayor and Board of Aldermen on July 5, 2016.

No further actions were taken by the Committee.

With no further business the meeting adjourned at 11:00 a.m.

Alderman Mike Morgan, Chairman

Robert C. Jones, City Recorder

At the conclusion of the reading of the minutes, Alderman Morgan motioned the following:

- to approve the contract bid from Coffey Construction as presented for the construction of a new cell at the City landfill. Robert Taylor, Jr. seconded the motioned. The motion was approved.
- for the City to take the necessary steps to acquire the necessary maintenance agreements for the retention ponds that provide a public benefit. The motioned was seconded by Alderwoman Carolyn Norman.

Mayor Holden asked several questions regarding the motion which included:

Who would determine that the detention pond was installed to stop an existing flooding problem that has been detrimental to nearby tax-paying citizens or was it installed to prevent potential flooding resulting from the creation of runoff caused by the new products or developments, and who is going to make that determination on these detention ponds. Alderman Kevin Chaney responded that the committee could make the decisions.

Following the discussion, Mayor Holden requested a roll call vote on the motion.

Roll Call Vote Record:

Alderman Bob Kirk:

Yes No _____ Abstain _____

Alderman Bill Escue:

Yes No _____ Abstain _____

Alderman Terry Glover:

Yes No Abstain

Alderman Kevin Chaney:

Yes No Abstain

Alderman: Mike Morgan:

Yes No Abstain

Alderman Dennis Moody:

Yes No Abstain

Alderwoman Carolyn Norman:

Yes No Abstain

Alderman Robert Taylor, Jr.:

Yes No Abstain

Mayor John Holden:

Yes No Abstain

Results of the Roll Call: Yes 7 No 2 Abstain 0

The motion was approved by majority vote.

Note: The following minutes of the Finance Committee were not read aloud at the meeting because the motions and recommendations that were actions from the meetings were included in the approval of the 2016-17 City budgets in the agenda item (4.b). However, for purposes of recording, these minutes are chronicled in the official minutes of the Board meeting as follows:

g. Finance Committee Meeting – June 24, 2016 – Chairman Kevin Chaney

Finance Committee Budget Hearing Meeting

City of Dyersburg

Friday, June 24, 2016

The Finance Committee met at 9:00 a.m. on Friday, June 24, 2016 in the City Hall Second Floor Conference Room.

Committee Members Present: Mayor John Holden, Chairman Kevin Chaney, and Aldermen Terry Glover, and Bob Kirk.

Other attendees: Alderman Mike Morgan, Steve Anderson, Greg Williams, Fire Chief Tim Ware, Police Chief Steve Isbell, Scott, Storm Water, John Damesworth, Sanitation.

Chairman Chaney called the meetings to order.

The City Recorder informed the committee of the Thursday, June 23, 2016, public auction results selling city owned surplus real properties. The city sold at absolute auction (56) properties for a net sum of \$29,325.00.

Mr. Steve Anderson provided a copy of the proposed department 2016-17 budgets. These specifically included: Insurance, Fees and other small departments in the General Fund, and the Internal Service Fund.

City Insurance: Steve Anderson stated the current Cigna Insurance coverage for employees will cost the city @ \$12,000.00 (4%) for 2016-17. In 2015-16 claims were down @ \$900,000.00. The city will get @ \$28,600.00 in rebate. Alderman Kevin Chaney motioned to approve and renew the Cigna Insurance contract. the motion was seconded by Mayor Holden, and approve by the committee for approval before the full Board of Mayor and Alderman.

New Land fill cell and Water and Sewer Fees Schedule: Steve Anderson noted the cell will cost @ \$1.3 million to construct and complete. The Sanitation fund balance is @ \$ 1.8 million. He stated the majority of the cost may be paid by the fund balance; however, the city will need to provide more revenue to complete the cost. In discussion, the committee reviewed all aspects of the sanitation rates and made recommendations for an increase in various rates. Mayor Holden motioned to make the rate changes to the sanitation fee schedule. Alderman Kevin Chaney seconded the motion. The motion passed and will be presented before the full Board of Mayor and Aldermen.

With no further business the Committee adjourned at 10:00 a.m.

Kevin Chaney, Chairman

Robert C. Jones, City Recorder

Note: Mayor Holden stated the Committee approved renewing the Cigna Insurance contract, and rate changes to the sanitation fee schedule.

h. Finance Committee Meeting – June 30, 2016 – Chairman Kevin Chaney

Finance Committee Budget Hearing Meeting

City of Dyersburg

Thursday, June 30, 2016

The Finance Committee met at 10:00 a.m. on Thursday, June 30, 2016 in the City Hall Second Floor conference room.

Committee Members Present: Mayor John Holden, Chairman Kevin Chaney, Aldermen Terry Glover, and Bob Kirk.

Other attendees: Aldermen Mike Morgan, Bill Escue, and Robert Taylor, Jr., Alderwoman Carolyn Norman, Steve Anderson, Treasurer, Greg Williams, Purchasing, Fire Chief Tim Ware, Police Department Members including: Police Chief Steve Isbell, Captain Mark Moody, Sargent Thomas Langford, Lieutenant Brett Davis, Sue Teague, Human Resources, Scott Ball, Storm water, McIver Grant Public Library Representatives: Joe Emory, Don Crews, Regina Patterson, Porter Ryland, Lee Weakley, Steve Kirk, NGM, Pro., and Kristen Dycus, State Gazette.

Chairman Chaney called the meetings to order.

Mr. Steve Kirk came before the committee representing NGM, Pro, a Health & Income Protection Plans Company, to make a proposal for the city. After his presentation the committee recommended Steve Anderson and Sue Teague meet with Mr. Kirk to further discuss more specific aspects of his proposal and report back to the committee at a future time.

Mr. Joe Emory and Mr. Don Crews representing the McIver Grant Public Library discussed their need for continued assistance from the city in their 2016-17 budgets. They thanked the city for their continued support over the years.

Mr. Steve Anderson provided a copy of the proposed department budgets for 2016-17. He noted he had discussed the final budget revisions with each department supervisor. Fees, donations, revised Water and Sewer rates, the General fund, and Enterprise funds, the Internal Service Fund were discussed. Overall, the Committee reviewed the recommended final proposals for each department and the full city budget. Steve Anderson noted the donations were unchanged from the prior year budget. Fire and Police department vehicle needs were specifically discussed. The committee agreed to meet again at 9:00 a.m. on Friday, July 1, 2016 for further deliberations.

With no further business the Committee adjourned at 11:35 a.m.

Kevin Chaney, Chairman

Robert C. Jones, City Recorder

i. Finance Committee Meeting – July 1, 2016 – Chairman Kevin

Finance Committee Budget Hearing Meeting

City of Dyersburg

Friday July 1, 2016

The Finance Committee met at 10:00 a.m. on Friday, July 1, 2016 in the City Hall Second Floor conference room.

Committee Members Present: Chairman Kevin Chaney, Aldermen Terry Glover, and Bob Kirk.

Other attendees: Aldermen Mike Morgan, Bill Escue, Alderwoman Carolyn Norman, Steve Anderson, Treasurer, Greg Williams, Purchasing, Fire Chief Tim Ware, Police Chief Steve Isbell, Captain Mark Moody, Sargent Thomas Langford, Lieutenant Brett Davis, John Damesworth, Sanitation Department, Sue Teague, Human Resources, and Kristen Dycus, State Gazette.

Chairman Chaney called the meetings to order. The meeting opened with prayer by Alderman Bob Kirk.

The committee continued budget deliberations from the prior meeting of June 30, 2016.

Mr. Steve Anderson provided updated copies of the proposed department budgets for 2016-17. The committee concentrated on reducing specific budget items in order to achieve a balanced budget. At the conclusion of the deliberations, Chairman Chaney motioned to approve the budget as finalized to be presented before the full Mayor and Alderman Board at the July 5, 2016 meeting. He noted the budget was balanced and did not include a city tax increase. The budget also included a 2% for employees. The motion was seconded by Alderman Terry Glover. The motion passed by the committee.

With no further business the Committee adjourned at 11:00 a.m.

Kevin Chaney, Chairman

Robert C. Jones, City Recorder

j. Bids - Greg Williams, Purchasing Agent.

1. Department: Water Plant / Wastewater Plant / Recreation

Item: 120,000 gallons of Liquid Chlorine Bleach

Purpose: Open P.O. for FY 16-17

Budgeted: Yes

Notification – State Gazette, direct to 3 vendors

Bids: Brenntag Mid-South \$116,400.00

Harcros Chemicals \$ 88,080.00

Vertex Chemical \$ 86,400.00

Recommendation: Mr. Williams recommended awarding the bid to Vertex Chemical Co., Memphis, TN at \$86,400.00. Mayor Holden called for a motion to approve the recommendation as presented before the Board. Alderman Bob Kirk motioned to approve the recommendation as presented, with a second by Alderwoman Carolyn Norman. The motion passed by full Board approval.

2. Department: Water Distribution

Item: Open Purchase Order

Purpose: Water Meters & Meter Parts

Budgeted: Yes – FY 16-17

Notification: None – Sole Distributor for Standardized Meter (Neptune)

Recommendation: Mr. Williams recommended awarding the bid to Consolidated Pipe & Supply, Memphis, TN at \$30,000.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Terry Glover motioned to approve the recommendation as presented, with a second by Alderman Kevin Chaney. The motion passed by full Board approval.

3. Department: Street Item: 265 tons of Cold Mix Asphalt
Purpose: Pothole Repair – FY 16-17
Budgeted: Yes
Notification – None – Sole Source of Supply for EZ Street Asphalt Repair

Recommendation: Mr. Williams recommended awarding the bid to Atlas Asphalt, Jonesboro, AR, at \$30,000.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderwoman Carolyn Norman motioned to approve the recommendation as presented, with a second by Alderman Dennis Moody. The motion passed by full Board approval.

4. Department: E.O.C.
Item: Open Purchase Order – FY 16-17
Purpose: Repairs, equipment transfers, and new installations for all city departments
Budgeted: Yes
Notification – None – Only local certified repair facility for Motorola

Recommendation: Mr. Williams recommended awarding the bid to West TN Communications, Dyersburg, TN at \$20,000.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Terry Glover motioned to approve the recommendation as presented, with a second by Alderman Robert Taylor, Jr. The motion passed by full Board approval.

5. Department: Police Department
Item: Open Purchase Order – FY 16-17
Purpose: Patrol Uniforms
Budgeted: Yes
Notification: None – Piggyback off bid for City of Jackson, TN

Recommendation: Mr. Williams recommended awarding the bid to Midsouth Solutions, Memphis, TN at \$26,000.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Dennis Moody motioned to approve the recommendation as presented, with a second by Alderman Mike Morgan. The motion passed by full Board approval.

6. Department: Street Department
 Item: Open P.O. for FY 16-17
 Purpose: Concrete for various projects requiring less than 20 yds.
 Budgeted: Yes
 Notification – State Gazette, direct to 2 vendors
 Bids:

Qty.	BT Redi-mix	Fowlkes Concrete
1.00-1.50 yds.	\$103.00	\$217.00
1.75-2.50 yds.	\$103.00	\$168.00
2.75-3.75 yds.	\$103.00	\$146.00
4 yds. and over	\$103.00	\$115.00

Recommendation: Mr. Williams recommended awarding the bid to BT Redi-mix, at \$30,000.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Kevin Chaney motioned to approve the recommendation as presented, with a second by Alderman Robert Taylor, Jr. The motion passed by full Board approval.

7. Department: Solid Waste Management
 Item: Tires for Route & Dumpster Trucks
 Purpose: Open P.O. for FY 16-17
 Budgeted: Yes
 Notification – State Gazette, direct to 2 vendors
 Bids: Tucker Tire No Bid
 T Enterprises \$28,884.40

Recommendation: Mr. Williams recommended awarding the bid to T Enterprises, Dyersburg, TN at \$28,884.40. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Mike Morgan motioned to approve the recommendation as presented, with a second by Alderman Dennis Moody. The motion passed by full Board approval.

8. Department: Water Plant
 Item: Lab Supplies
 Purpose: Open P.O. for FY 16-17
 Budgeted: Yes
 Notification – None – Sole Source for supplies used

Recommendation: Mr. Williams recommended awarding the bid to Idexx Laboratories, Westbrook, ME, at \$20,000.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Kevin Chaney motioned to

approve the recommendation as presented, with a second by Alderman Robert Taylor, Jr. The motion passed by full Board approval.

- 9. Department: Police
- Item: Patrol Pursuit Tires
- Purpose: Open P.O. for FY 16-17
- Budgeted: Yes
- Notification – State Gazette, direct to 3 vendors
- Bids: Tucker Tire No Response
- T Enterprises \$12,900.00
- Lake Rd Service Center \$12,749.80

Recommendation: Mr. Williams recommended awarding the bid to Lake Rd Service Center, Dyersburg, TN at \$12,749.80. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Bob Kirk motioned to approve the recommendation as presented, with a second by Robert Taylor Jr. The motion passed by full Board approval.

- 10. Department: Codes Department / E.O.C.
- Item: MyGov Annual Software Maintenance
- Purpose: Software for 311 services
- Budgeted: Yes
- Notification – None – Proprietary Product

Recommendation: Mr. Williams recommended awarding the bid to MyGov, Ada, OK, at \$18,000.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderwoman Carolyn Norman motioned to approve the recommendation as presented, with a second by Alderman Terry Glover. The motion passed by full Board approval.

- 11. Department: E.O.C.
- Item: EverBridge Notification Subscription – FY 2016-17
- Purpose: Mass citizen notifications
- Budgeted: Yes
- Notification – None – Sole Source

Recommendation: Mr. Williams recommended awarding the bid to EverBridge Mass Notification, at \$11,375.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Mike Morgan motioned to approve the recommendation as presented, with a second by Alderman Terry Glover. The motion passed by full Board approval.

12. Department: Street Department
Item: Hwy Salt
Purpose: Deicing Streets – FY 16-17
Budgeted: Yes
Notification – None - State Contract

Recommendation: Mr. Williams recommended awarding the bid to Compass Minerals, Overland Park, KS, at \$20,000.00. Mayor Holden entertained a motion to approve the recommendation as presented before the Board. Alderman Dennis Moody motioned to approve the recommendation as presented, with a second by Alderman Robert Taylor, Jr. The motion passed by full Board approval.

Report from Alderman and Alderwomen:

Aldermen Bob Kirk: No report.

Alderman Bill Escue: No report.

Alderman Terry Glover: No report.

Alderman Kevin Chaney: Commended City Hall staff who worked hard to prepare the 2016-17 annual Budgets. Asked the Mayor to schedule a committee meeting to address a sewer request for Miller Properties. Mayor Holden stated he would schedule a Gas/Water/Sewer Committee meeting for Thursday, July 7, 2016 at 9:00 a.m. at City Hall.

Alderwoman Mike Morgan: No report.

Alderman Dennis Moody: No report.

Alderwoman Carolyn Norman: No report.

Alderman Robert Taylor, Jr: No report.

Communications from the Mayor:

- reported on a successful Fourth of July Annual Fireworks display. Complimented Alexander Ketchum for his services in directing the display.

With no further business the meeting adjourned at 7:35 p.m.

John Holden, Mayor

Robert C. Jones, City Recorder