

**Board of Mayor and Aldermen Meeting
July 18, 2016
Dyersburg Municipal Court Room**

- (1) **Call to Order:** The Board of Mayor and Aldermen met in regular session on Monday, July 18, 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 Bill Escue. Mayor Holden noted all Aldermen were present, except for Robert Taylor, Jr.
- (2) **Approval of Minutes:** The minutes of the July 5, 2016 meeting were approved on a motion by Alderwoman Carolyn Norman, followed by a second from Alderman Mike Morgan. The motion passed approving the minutes.
- (3) **Unfinished Business:** None presented.
- (4) **New Business:**
 - a. **Attorney Invoice.**

Mayor Holden presented an invoice from the City Attorney's office to be approved for payment. The June 11, 2016 to June 30, 2016 invoice totaled \$9,412.50. Alderman Bob Kirk made a motion to approve the payment, with a second by Alderman Kevin Chaney. The motion passed by full vote.
 - b. **Gas, Water, Sewer Committee Meeting – July 7, 2016 – Chairman Terry Glover**

Gas/Water/Sewer Committees

City of Dyersburg

July 7, 2016

The Finance and Gas/Water/Sewer Committees met Thursday, July 7, 2016 at 9:00 a.m. in the second floor conference room at City Hall.

Members Present: Chairman Terry Glover, Mayor John Holden, Aldermen Robert Taylor, Jr., Kevin Chaney.

Staff and other attendees: Alderman Mike Morgan, Greg Williams, Purchasing, Kristen Dycus, Mike Smith, State Gazette, Mike Goff, Waste Water Department, Steve Isbell, Police Chief,

Scott Ball, Engineering/Construction Storm Water Inspector, Jeff Moore, Water/Sewer, Thomas Mullins Codes Department, Tamara Edgins, Debra Roberson, Miller Properties.

New Business:

Items to be discussed:

1. Sewer Service Request for 1010 East Court Street.

Alderman Terry Glover opened the meeting to discuss the customer request for sewer services for 1010 East Court Street. The meeting started with prayer by Alderman Robert Taylor, Jr.

Jeff Moore discussed the current fee cost for tap and connection. He noted that the customer currently uses a septic tank for sewer. Mr. Moore discussed an initial option for connection to the main sewer line involving a railroad easement.

Mayor Holden was asked to provide information regarding the request. He discussed the timelines from the customer's initial request to the current meeting. Additionally, Mayor Holden read a copy of the letter he issued in response to the request upon receiving necessary information from the CN Railroad as to the railroad's position on the issue:

- “There is an existing easement dated September 21, 1927 between CN Railroad and the City of Dyersburg which grants the city access to make a connection to the existing sewer main
- Any connections made to this sewer main on railroad property has to be done in accordance to CN Railroad terms and conditions and under their supervision
- After contacting Mr. Joseph Wojcik, Technician Track Design, with CN Railroad we have been provided with a packet of procedures which includes construction guidelines and permit fees to make the sewer connection
- These fees include but are not limited to the following:
 - CN Railroad required nonrefundable preparation fee of \$750
 - CN Railroad required cable locate fee of \$250 (additional locate fee may be required for fiber optic cables)
 - CN Railroad required flagging fee at a minimum of \$1,300 for 10 hours with additional overtime hours billed at a rate of \$150 per hour
 - At the end of construction, a CN Railroad licensing fee of \$750 will be required
- Minimum costs for fees to CN Railroad are \$3,050. This amount could be more based on CN Railroad additional requirements after construction begins. These fees are the responsibility of the developer/property owner
- Additionally there is a minimum fee of \$400 payable to the City of Dyersburg for this connection

Please know we have concerns about the condition of the existing clay sewer main that the connection will be made to. These concerns include the depth of the sewer main, the age of this line and the proximity of this sewer main to the existing rail line.

At any time during this project if the onsite CN Railroad Supervisor deems this excavation unsafe or poses a threat to the integrity of the existing railroad line, he has the authority to shut the job down. If this occurs, no connection will be made and fees will not be refunded.

Lastly, the City of Dyersburg insurance program through the TML Risk Management Pool does not meet the insurance requirements of CN Railroad.

It is our sincere desire to provide sewer service to your building located at 1010 East Court Street; however the CN Railroad procedures and guidelines complicate your request. There may be other alternative sewer disposal methods available to you such as a septic tank system or a grinder pump system. Please let us know how you would like to proceed”.

Following the information from the letter the committee discussed many aspects and potential alternative solutions to providing services for the customer. In conclusion to the meeting, the committee agreed an effort should be made to avoid accessing the CN Railroad easement due to the uncertainty of the soil, and the restrictions and cost imposed by CN. The committee agreed to further review and determine other alternative measures involving creating a new line and manhole to another sewer line located a greater distance from the existing building structure. This potential project may involve and have sewer advantages for an adjacent property owner. Staff agreed to address these alternative methods and report the information to the customer by Friday, July 15, 2016.

In other business, the committee discussed the current use of water meter line installations and adverse effects of standard practice installations of water lines on the customer side of the meter.

The committee recommended the change of currently used water pipe to a more flexible type now available. It is perceived this change in equipment use may reduce line breakage in moving forward with new installs.

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

Terry Glover, Chairman

Robert C. Jones, City Recorder

- c. **Street and Sanitation Committee Meeting– July 18, 2016 – Chairman Mike Morgan (minutes to be provided at the Board meeting).**

Street/Sanitation Committee Meeting

City of Dyersburg

July 18, 2016

The Street/Sanitation Committee met Monday, July 18, 2016 at 9:00 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.

Staff and Others Present: Greg Williams, Purchasing Agent, Steve Isbell, Chief of Police, Kristen Dycus, State Gazette, Mike McCulloch, Street Department.

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

1. Discussion of detention ponds.

Mayor Holden opened the discussion with a brief overview of the reasons and circumstances' regarding the status of the detention ponds in the City limits that are privately owned. Mayor Holden asked the Committee who would be responsible for maintaining the privately owned detention areas. It was the general consensus of the Committee that the city would be responsible if the detention areas were quit claimed to the City. In further discussion, the Committee noted these 10 detention areas would be the only ones accepted by the City.

Alderman Kevin Chaney motioned to offer the owners of the 10 privately owned detention areas opportunity to initiate a quit claim deed of the detention areas to the City of Dyersburg. These actions would be at the expense of the owners. Furthermore, the policies and regulations for future subdivision development should be updated and rewritten to prevent further acceptance of such detention areas. Alderman Bill Escue seconded the motioned.

The motion was approved by majority vote with Mayor Holden voting no to the motion, and will be presented before the Mayor and Board of Aldermen on July 18, 2016 for approval.

Alderman Mike Morgan motioned before the Board for the City to offer the owners of the 10 privately owned detention areas opportunity to initiate a quit claim deed of the detention areas

to the City of Dyersburg. These actions would be at the expense of the owners. Furthermore, the policies and regulations for future subdivision development should be updated and rewritten to prevent further acceptance of such detention areas. Alderman Kevin Chaney seconded the motioned. The motion passed by majority vote, with Mayor Holden voting against the motion.

2. Request from Joe Yates concerning additional parking spaces:

Chief Isbell reported on his findings regarding a request to remove the turn lanes on North Church Street and West Court intersection. Chief Isbell recommended removing the turn lanes. He stated removal of the lanes would provide for safe traffic flow, while creating additional parking spaces.

Alderman Bill Escue motioned to approve the recommendation. Alderman Kevin Chaney seconded the motion. The motion was approved and will be presented before the Mayor and Board of Aldermen on July 18, 2016.

Alderman Mike Morgan motioned before the Board for the City to remove the turn lanes at North Church Street and West Court intersection and create additional parking spaces. Alderman Bill Escue seconded the motioned. The motion passed.

No further actions were taken by the Committee.

With no further business the meeting adjourned at 9:30 a.m.

Alderman Mike Morgan, Chairman

Robert C. Jones, City Recorder

- d. RESOLUTION # 07182016 - A RESOLUTION AUTHORIZING THE CITY OF DYERSBURG, TENNESSEE TO PARTICIPATE IN THE TML RISK MANAGEMENT POOL "SAFETY PARTNERS" LOSS CONTROL MATCHING GRANT PROGRAM.**

RESOLUTION # 07182016

A RESOLUTION AUTHORIZING

**THE CITY OF DYERSBURG, TENNESSEE
TO PARTICIPATE
IN THE TML RISK MANAGEMENT POOL
“SAFETY PARTNERS” LOSS CONTROL MATCHING GRANT
PROGRAM**

WHEREAS, the safety and well-being of the employees of the City of Dyersburg is of the greatest importance; and

WHEREAS, all efforts shall be made to provide safe and hazard-free workplace for the City of Dyersburg employees; and

WHEREAS, the TML Risk Management Pool seeks to encourage the establishment of a safe workplace by offering a “Safety Partners” Loss Control Matching Grant Program; and

WHEREAS, the City of Dyersburg now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF DYERSBURG, TENNESSEE the following:

SECTION 1. That the City of Dyersburg is hereby authorized to submit application for a “Safety Partners” Loss Control Matching Grant through the TML Risk Management Pool.

SECTION 2. That the City of Dyersburg is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

Resolved this 18th day of July in the year of 2016.

John Holden, Mayor

ATTEST:

Robert C. Jones, City Recorder

Mayor Holden entertained a motion for approval of the resolution. Alderman Bob Kirk motioned to approve the resolution, followed by a second from Alderman Dennis Moody. The motion passed by full Board vote.

- e. **RESOLUTION NO. 07182016A - CITY OF DYERSBURG, TENNESSEE, application for Community Development Block Grant (CDBG) Commercial Façade grant funds for the purpose of performing eligible community development activities that will benefit the City of Dyersburg**

RESOLUTION NO. 07182016A

CITY OF DYERSBURG, TENNESSEE

WHEREAS, the Tennessee Community Development Block Grant Program has been established to assist local governments in meeting community development and housing needs consistent with the objectives as set forth in Title I of the Housing and Community Development Act of 1974, as amended; and

WHEREAS, the City of Dyersburg acting by and through its Mayor and Board of Aldermen proposes to apply for Community Development Block Grant (CDBG) Commercial Façade grant funds for the purpose of performing eligible community development activities that will benefit the City of Dyersburg.

WHEREAS, the City of Dyersburg will provide local support in conjunction with the CDBG funds to complete the above project; and

WHEREAS, under the terms and provisions of Title I of the Housing and Community Development Act of 1974, as amended, the City of Dyersburg as a recipient is required to designate and appoint a Financial Officer to perform certain duties in the administration of said grant.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of the City of Dyersburg as follows:

THAT, John Holden, Mayor, is hereby authorized to execute and submit an application with appropriate assurances to the State of Tennessee, Department of Economic and Community Development, Office of Program Management, requesting Fiscal Year 2016 Community Development Block Grant funds in the amount not to exceed \$100,000 for a Commercial Façade Project; and

THAT, any local participation will be passed on to the recipients of the funds.

THAT, John Holden, Mayor, be and is hereby designated and appointed as Financial Officer under the terms and pursuant to the provisions of Title I of the Housing and Community Development Act of 1974, as amended, and to perform on behalf of the City of Dyersburg, Tennessee, those acts and assume such duties as are consistent with said position.

READ AND ADOPTED this the 18th day of July, 2016.

CITY OF DYERSBURG

Mayor

ATTEST:

City Recorder

Mayor Holden entertained a motion for approval of the resolution. Alderman Kevin Chaney motioned to approve the resolution, followed by a second from Alderman Mike Morgan. The motion passed by full Board vote.

f. Bids - Greg Williams, Purchasing Agent.

No Bids were presented.

Report from Alderman and Alderwomen:

Aldermen Bob Kirk: Inquired about the status of fact findings in refuse management, and asked for any report from the Mayor regarding a lawsuit filed against the City regarding the city Pension Plan.

Alderman Bill Escue: No report.

Alderman Terry Glover: No report.

Alderman Kevin Chaney: No report.

Alderwoman Mike Morgan: No report.

Alderman Dennis Moody: Asked citizens to use caution when out in the extreme heat of the summer season.

Alderman Carolyn Norman: Complimented the hard work of City employees, and gave a report on a variety of citizens concerns including:

- Kudzu overgrowth on private property,
- lack of proper care in mowing and trimming the medians along Troy Avenue,
- Street Department, and Sanitation Departments lack of response to telephones calls by Alderwoman Norman and/or citizens,
- letters written from the Codes Department regarding infractions in property maintenance not having a staff signature on letters,
- insufficient work performance by the Sanitation staff in collecting spilled garbage caused by raccoons at backdoor pickup,
- planted monkey grass cut down along some of the Okeena Park walkways, and requested Sanitation Department workers replace the grass,
- City staff failure to return calls to taxpayers, and
- Requested all mobile telephone numbers of City Department heads.

Alderman Robert Taylor, Jr: Not present.

Communications from the Mayor:

- Provided a monthly activities report from the Codes Enforcement Office
- Provided a monthly activities report from the City Engineer.

With no further business the meeting adjourned at 7:25 p.m.

John Holden, Mayor

Robert C. Jones, City Recorder