

Minutes
Bluff City Board of Mayor and Aldermen
Regular Meeting
February 5, 2019

Mayor Wells called the meeting to order at 6:00 p.m.

Mayor Wells stated that this is a business meeting not a court of law. Welcome each of you here tonight. Anyone wanting to comment has three minutes in the first session and three minutes in the second session. Do not try to speak twice in any session, it will not be allowed. Citizens Comments- The Board members do not have to comment unless they want to. Anyone wanting to comment must come to the podium and give their name address and phone number. No talking during the meeting. If you want to talk while the meeting is going on you must go outside or to the hallway, others want to be able to hear. You can be asked to leave if you are out of order. If you have a request for information you must come to the office at City Hall during office hours from 8 A.M. to 4:30 P.M. Monday thru Friday and fill out the proper request.

Members present were Eric Ward, Ray Harrington, and Richard Bowling.

Members absent: Sandra Madison and David Smith

Prayer was given by Ray Harrington, followed by the Pledge of Allegiance.

Mayor Wells opened the floor for the following:

Discussion / Action - City Engineer Dave Wilson with Mattern & Craig was unable to attend the meeting.

Discussion / Action – Audit Report

Auditor Curtis Morrison presented the audit report. Mr Morrison stated that he would go over the highlights and bring somethings to their attention. They are issuing an unmodified opinion which is what most people like to say a clean opinion. It tells you that the financial statements are in fact your responsibility. My responsibility is to issue an opinion and whether or not they are materially correct. We believe they are materially correct. If I was going to say look at a few pages I would say the most important pages in the entire thing, outside of any findings, would be pages 6 thru 12. That is the management's discussion analysis. That is where Irene and Sharon have gone thru and given you some commentary and it is kind of a year over year perspective of what's happened over the year.

There were new standards applicable to this year; however we were not one of the ones they had to implement GASBY 75 on. You do not have other post-employment benefits, but if you did you would have about 10 more pages to your financial statements.

On the first page of the Compliance Reports, you will find this is our report on internal control over financial reporting and compliance and other matters. This is where you will find your findings. Every year we look at internal controls, what can be improved, what's working and what's not working. In this year we had a couple of things that we felt that we needed to bring to your attention. The first one is Finding #1 and it is cash management and we wanted to make sure there is policy in place to have adequate controls over receipting cash. Currently there is one cash drawer but two people receipting money form the one drawer. We have discussed that each person needs their own cash drawer. That is good general practice. The second one is repeated

finding and we know you will have to work this out with your attorney. Some of the bad debt has been on the books for a long time and could be written off and you want to make sure you have pursued them as far as you can before you just write them off.

Mr Morrison stated that he thinks they need to look at adopting an investment policy because they have cash on hand and typically he would tell people to have about 3 months of operating expenses available in cash, and anything over that, try to invest it. One of the best things you could do is put it in an LGIP, Local Government Investment Pool, currently paying 2.35% and if you need it you can get it in one day. It's very little risk.

Mr Morrison stated that they have continued to make their contributions to the Tennessee Consolidated System at a rate of 6.17% and he recommended to back that down as you don't want to build your asset too big.

Mr Morrison stated you are currently using Local Governments Flex Gen software which is from the 70's and you should look into updating that to new software, (Next Gen) which would make things smoother and save time. I would encourage you to think about a disaster recovery plan as it relates to your I T infrastructure.

Motion to approve the Audit Report was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderman Ward – Yes, Vice Mayor Harrington – Yes, Alderman Bowling – Yes.

Citizens Comments – First Session- None

Discussion / Action- Minutes – December 3, 2018

Motion to approve the December 3, 2018 minutes was made by Alderman Bowling. Second by Vice Mayor Harrington. Vote was as follows: Alderman Ward – Yes, Vice Mayor Harrington – Yes, Alderman Bowling – Yes.

Discussion / Action – Public Hearing on Ordinance 2018-010

City Attorney Paul Frye read the ordinance which amends Section 12-401 of the Bluff City Municipal Code dealing with Standard Building Codes. We are adopting the 2012 version. Public Hearing opened at 6:19 p.m. Man from audience asked who was going to enforce the ordinance, are we going to reach outside to another municipality to enforce our building code. Mayor Wells stated that we have a part time Building Inspector and we do not have enough for a full time person. Public hearing closed at 6:20 p.m.

Motion to approve Ordinance 2018-010 on second reading was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderman Ward – Yes, Vice Mayor Harrington – Yes, Alderman Bowling – Yes.

Discussion / Action – Public Hearing on Ordinance 2018-011

City Attorney Paul Frye read the ordinance which establishes Minimum regulations governing the condition and maintenance of all property buildings and structures, known as the Property Maintenance Code. Public Hearing opened at 6:21 p.m. There were no comments. Hearing was closed at 6:21 p.m.

Motion to approve Ordinance 2018-011 on Second Reading was made by Alderman Bowling. Second by Vice Mayor Harrington. Vote was as follows: Alderman Ward – Yes, Vice Mayor Harrington – Yes, Alderman Bowling – Yes.

Discussion / Action – Public Hearing on Ordinance 2018-012

City Attorney Paul Frye read the ordinance which amends Section 12-102 of the Bluff City Municipal Code dealing with Building Permit Fees. Mr Frye stated that this is in line with what the State fees are. Public Hearing opened at 6:22 p.m. Hearing closed at 6:23 p.m.

Motion to approve Ordinance 2018-012 on Second Reading was made by Alderman Bowling. Second by Vice Mayor Harrington. Vote was as follows: Alderman Ward – Yes, Vice Mayor Harrington – Yes, Alderman Bowling – Yes.

Discussion / Action – Public Hearing on Ordinance 2018-013

City Attorney Paul Frye read the ordinance which repeals Ordinance 2016-003 dealing with the Closing of City Hall on Election Day. Public Hearing opened at 6:24 p.m. Person from audience asked if the employees get paid for that day. Mayor Wells stated that all employees get paid for that day and the only one working unless there is an emergency will be the on call person. Hearing closed at 6:25 p.m.

Motion to approve Ordinance 2018-013 on Second Reading was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderman Ward – Yes, Vice Mayor Harrington – Yes, Alderman Bowling – Yes.

Report from Mayor / City Manager – Irene Wells

Mayor Wells reported that there had been a lot of work going on at the water plant and Thomas Construction and the citizens have been very co-operative.

Report from City Attorney Paul Frye – No Report

Discussion / Action – Financial Report – Sharon Greene, City Recorder / Finance Officer

Ms Greene reported the following fund balances as of December 31, 2018: General Fund - \$1,407,377.00, Sanitation Fund - \$24,675.00, Special Police Fund - \$13,242.00, Debt Service - \$109,110.00, Sinking Fund - \$3,095.00, Water / Sewer Fund- \$689,690.00. Motion to approve the Financial Report was made by Alderman Bowling. Second by Vice Mayor Harrington. Vote was as follows: Alderman Ward – Yes, Vice Mayor Harrington – Yes, Alderman Bowling – Yes.

Ms Greene reported that the Water Tower Loan for \$400,000.00 was paid off on January 1, 2019. Vice Mayor Harrington asked what the payments on that had been. Mrs Greene stated our annual payment was around 25 to 26 thousand a year.

Comments from Board Members

Alderman Ward thanked everyone for coming and voiced thanks for the sunshine.

Vice Mayor Harrington thanked everyone for coming and stated that he looked forward to seeing who was running in the upcoming election and hope everything goes well.

Alderman Bowling thanked everyone for coming and stated that he is glad we are getting these water and sewer lines installed.

Report from Chief of Police Greg Depew

Chief Depew presented the monthly report for January, 2019 – SEE ATTACHED

Chief Depew reported that they had been trying to get an officer hired and the Mayor has interviewed several.

Chief Depew reported that things were going well with the new cars and he and the Mayor have been working on the Dodges that have been stripped down and they are looking into putting them on Gov Deals.com.

Report from Public Works Supervisor Allen Moultrie

Mr Moultrie presented his monthly report for January

Mr Moultrie reported that the sewer pump stations are working well with there being no issues and the staff has been working hard flushing sewer lines throughout the system. They have limited the amount of alarms that have been triggered at the pump stations.

The staff has been working hard trying to keep up with leaf and brush pickup.

Construction is still continuing throughout town on the lines.

Report from the Water Department – Jon Oliver

Mr Oliver reported that in January they repaired 5 water leaks and the filter media was installed at the water plant.

Mr Oliver reported that they have all the parts in for Fox Drive and should be able to start that project soon.

Vice Mayor Harrington asked if it (the water plant) was running. Mr Oliver stated that we were getting closer, where it is you have to get the media clean and reseed it into the filters and get the turbidity down to the State limit.

Report from County Commissioners- Dwight King and Hershhal Glover

Commissioner Glover presented the board with their monthly calendar and invited them to attend the budget hearings. Meetings are on February 12th and February 14th and the regular meeting will be February 21st. Mr Glover reported that Sullivan East High School has been recognized as a Level 5 School, which is a great accomplishment for the students, teachers and staff.

Mr Glover announced that the Director of Schools is retiring as of the end of July and he asked the boards opinion on how they feel about an elected Superintendent of Sullivan County. Members and audience that responded liked the idea of an elected official. He reported that there were going to hopefully get it approved to put on a referendum in 2020 to give the citizens the option to vote yes for an elected official or no to keep it as an appointment. If it passes in 2022 the Superintendent of Sullivan County would be an elected position again.

Commissioner King reported that there was a need for a new jail. At his last inspection there were 954 inmates and there is supposed to be 600. They are looking at 30 million dollars and he sees no way to do it without raising taxes.

Mr King reported that at their work session Amber Torbett is going to do a presentation in reference to the Over Mountain Trail Park and the trail coming toward Bluff City.

Vice Mayor Harrington asked if the completion date on the Middle School is on schedule. Mr King stated they are saying maybe next fall or Christmas.

Commissioner Glover asked if we could change our website to reflect the meeting time to be 6:00 as it currently says 7:00. Mayor Wells stated that they would.

Old Business – None

New Business

Vice Mayor Harrington asked if they could get City Attorney Paul Frye to look into the bad debt that reflected in the audit. City Attorney Paul Frye stated that they would probably need to be written off if it is uncollectible. Mr Harrington stated that basically it's people that have moved away owing water bills and no way to reach them.

Citizen Comments - Second Session

Kathy Leonard of 316 McClelland Lane voiced concern about the amount of automobiles parked near her home. She presented photos of where they are parked on the grass. She also had concerns about a mobile home on a lot near there. Mrs Leonard stated that she had talked to Mayor Wells about this. Mayor Wells stated that they were working on this problem. Chief

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Depew stated that they had looked into it and only 1 vehicle had expired tags. The citizens have been notified and they have 10 days to respond.

With no other business a motion to adjourn was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderman Ward – Yes, Vice Mayor Harrington – Yes, Alderman Bowling – yes. Meeting was adjourned at approximately 7:18 p.m.



Irene Wells, Mayor /City Manager

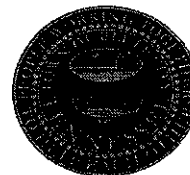
Attest this 5th day of February, 2019



Sharon Greene, City Recorder/CMFO



Bluff City Police Department



MONTHLY REPORT
 2019 March
 Year Month

NUMBER OF:	CITY	PINEY	COUNTY	TOTAL
CALLS FOR ASSISTANT(S)	97	88	0	185
ISSUED CITATION(S)	33	50	0	83
WARNING CITATION(S)	12	24	0	36
PATROLED MILE(S)	1969	1950	0	3919
ARREST(S)	3	4	0	7
OFFENSE REPORT(S)	4	1	0	5
ALARM(S)	4	6	0	10
ACCIDENT(S)	2	4	0	6
ANIMAL CALL(S)	3	0	0	3
MSD REPORT(S)	8	4	0	12
FUNERAL ESCORT(S)	2	0	0	2
DOMESTIC ASSAULT(S)	0	0	0	0
VEHICLE SEIZURE(S)	1	0	0	1
MISSING PERSON(S)	0	0	0	
D.U.I.(S)	1	1	0	2
DRUG VIOLATION(S)	1	1	0	2
USE OF FORCE REPORT(S)	0	0	0	0

approved by *Chief Greg Roper* 3/31/2019