

Minutes
Bluff City Board of Mayor and Aldermen
Regular Meeting
December 3, 2024

Mayor Staton called the meeting to order at 6:05 pm

Board Members present were Carolyn Payne, Jerry Malone and Carol Keith

Ben Adams was absent

Prayer was given by Carol Keith followed by the Pledge of Allegiance lead by Greg Depew

Mayor Staton opened the floor for the following:

Recognition of Distinguished Officials and Guests- Mayor Staton stated they had not arrived so we will move on.

First Session - Public Comments- No comments

Discussion / Action- Add Signatories to all Bank Accounts

Mayor Staton recommended that Mayor Lori Staton and the Interim Town Manager Michelle Roberts along with Sharon Greene and Vice Mayor Ben Adams be added to all accounts. Motion to approve was made by Alderman Malone. Second by Alderwoman Keith. All present voted yes. Motion carried.

Discussion / Action- Establish Town Manager Salary- Michelle Roberts

Mayor Staton reported they had a workshop and per Pete Auger it was recommended that the town attorney, mayor and interim town manager get together and discuss salaries. I would like to meet with them and at a later meeting they could discuss and vote on what they come up with. Mayor Staton stated they need to take a vote on having a discussion about this, then discuss it at a later meeting. Motion to approve to have the discussion was made by Alderwoman Keith. Second by Alderman Malone. Vote went as follows: Alderwoman Payne - No, Alderman Malone - Yes, Alderwoman Keith - Yes. Alderwoman Payne stated they all need to be a part of this from the beginning. Motion failed. Alderwoman Keith stated I understand you all are discussing it and then going to present it to the Board.

Interim Town Manager Roberts stated that she has enjoyed helping the town. Mrs Roberts stated I have worked days nights and weekends. If you want me to do 40 hours a week I can leave after that. To say that I am not providing the service to this town that you expect is hurtful. I am not concerned about salary. My concern is what is good for this town.

Recognition of Distinguished Officials and Guests

Chief Depew reported that there were a lot of treats brought into the police department. The officers working the school zone told him there is a sweet little girl and her mother that takes time to thank the officers for what they do. Chief Depew stated one day he went to the school zone to meet her. I invited her to come to meet everyone. Lt. Watson stated she brought them a bag of treats and gave it to them and it meant so much.

Discussion - Ordinance to Adopt a Procedure to Change the Time of the Regular Meetings of the Board of Mayor and Aldermen

Mayor Staton reported that there has been comments made that if the meeting was held at 7:00 or later it would be easier for citizens to come. City Attorney Paul Frye stated he would have to draw up an ordinance before votes could be taken.

Discussion / Action- Ordinance amending Section 1-102 of the Municipal Code Dealing with the Order of Business for Regular or Special Meetings

Mayor Staton stated that the Second Set of Citizen Comments comes before the briefings from the department heads and it has been suggested that we have the comments after so the public could make comments on what was said. Alderwoman Payne stated she was all for that. Alderwoman Keith stated she thought the citizens should be able to speak on anything. City Attorney Paul Frye stated he would draw up an ordinance for the January meeting.

Discussion / Action- Ordinance to Amend the Appropriations Ordinance for the Fiscal Year Ending June30, 2025

Mayor Staton explained that the amount would be \$ 8,500 for repairs to a public works vehicle. Alderwoman Payne asked which vehicle. Mayor Staton asked Interim Town Manager Roberts to speak. Mrs Roberts explained that this is a Ford F-250 which also is our salt truck and is the only one to handle the salt box. It has a lot of dis-repair that has been happening for a while. City Attorney Paul Frye stated he would have to draw up an ordinance for it. Mayor Staton stated that since he is drawing up the ordinance, she would like to call a special meeting to get this done.

Report from Town Manager

Interim Town Manager Roberts presented a report that covers 2 months. The Carter Street project started yesterday. We have the final design plans for the water plant. Mrs Roberts stated they had been in contact with the engineers about the sewer issue at 4406 Bluff City Hwy. Mrs Roberts continued with the updates.

Austin Smith with Mattern and Craig stated that the Carter Street project should be completed before the parade. We have not heard about the Asset Management Plans. Hopefully we will have more information on that by the end of the year.

Interim Town Manager Roberts continued with the updates. List available at City Hall. Mrs Roberts stated interviews were started in September for the Municipal Clerk that was approved by the Board. Mrs Roberts mentioned re-posting the position of Circuit Clerk. Alderwoman Payne voiced concern about hiring another person.

Mayor Staton stated we can discuss this at a workshop, I appreciate what you are saying but I would like to keep to the topic. I would like to set up a workshop.

Alderwoman Keith asked if they could give the Town Manager a Christmas bonus as all the employees get one. City Attorney Paul Frye stated sure you could. Alderman Malone asked that they look into the process of giving bonuses.

Second Session - Public Comments

Sarah Malone of 123 Hillcrest Rd stated as of now I am the Chair for the Bluff City Family Committee. There are some events coming up. They will have a caroling on the 13th on Main Street. Mrs Malone stated she had a lot of people asking about Christmas Parade. Mrs Malone asked about non-profit donation from the City for the Family Committee. Mrs Malone thanked Michelle Roberts for all her work, and stated going forward she would like the town to be involved in what they do.

Report from Police and Public Safety Department- Chief Greg Depew

Chief Depew presented the monthly report. (SEE ATTACHED)

Chief Depew stated that arrests are the highest he has seen in November, which is normally a slower month.

Chief Depew thanked the Board and the Town Manager for the changes and their co-operation.

Report from Public Works Supervisor - Allen Moultrie

Mr Moultrie presented the monthly report. (SEE ATTACHED)

No water plant issues. Distribution system - made 2 repairs and shows a lot of water savings.

Sewer Department - It is operating well with no overflows. We still are pulling wipes and mop heads from the pumps.

Street Department- Men are working hard on brush and leaf pickup. We received our leaf vacuum from the shop. Our designated days for pickup is on Wednesday's and Thursday's, work orders taking precedent.

Mr Moultrie stated it has been extremely hard trying to keep old vehicles running.

Report from Finance and Administration Officer - Sharon Greene, CMFO

CMFO Greene reported the following fund balances as of October 31, 2024

General Fund- \$ 2,489,840.00, Sanitation Fund - \$ 58,490.00, Special Police Fund - \$ 2,368.00, Debt Service Fund - \$ 112,382.00, Sinking Fund - \$ 3,094.00, Water / Sewer Fund \$ 784,618.00. Motion to approve was made by Alderwoman Payne. Second by Alderman Malone. All in favor. Motion carried.

Report from City Attorney Paul Frye

Mr Frye stated since his last report, he has collected \$ 15,000 in delinquent taxes.

No County Commissioners present

Comments - Board of Mayor and Aldermen

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BMA
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Alderman Payne stated it is a pleasure to see everyone tonight. Your input is very meaningful and I look forward to serving you.

Alderman Malone thanked everyone for coming. He thanked Michelle, the Police Department and Public Works and the Mayor.

Alderman Keith thanked everyone for coming. Mrs Keith thanked the City Manager Michelle for her service and hard work.

Old Business

Alderman Malone stated we need to look into distributing the new garbage cans. Mr Malone stated we need to look into the vacant Alderman Seat. Mr Malone asked Sharon to look into the pay for Aldermen.

Alderman Payne stated we need to get the videos of the meetings posted.

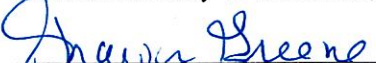
Alderman Keith asked how much the stage for heritage days cost. CMFO Greene stated she would look that amount up for them.

With no other business Mayor Staton adjourned the meeting at 7:40 p.m.



Lori Staton, Mayor

Attest this 3rd day of December, 2024



Sharon Greene, Recorder / CMFO



Bluff City Police Department

MONTHLY REPORT

2024 NOVEMBER
Year Month



NUMBER OF:				TOTAL
CALLS FOR ASSISTANT(S)				297
ISSUED CITATION(S)				330
WARNING CITATION(S)				100
PATROLED MILE(S)				9,123
ARREST(S)				55
OFFENSE REPORT(S)				62
ALARM(S)				3
ACCIDENTS				26
ANIMAL CALL(S)				1
MSD REPORT(S)				23
FUNERAL ESCORT(S)				1
DOMESTIC ASSAULT(S)				2
VEHICLE SEIZURE(S)				0
MISSING PERSON(S)				0
D.U.I.(S)				5
DRUG VIOLATION(S)				20
USE OF FORCE REPORT(S)				0

Approved by: Chief Depew

CITY OF BLUFF CITY

Water Plant & Distribution System

Board of Mayor and Alderman Monthly

Report for November 2024

Water Plant:

The Water plant is operating normally pumping an average of 255 thousand gallons per day. Our water tank level was at an average of 47.58 ft. and at a max level of 54.14 ft. for the month. The Water treatment plant operated well during the month only being down while backwashes were being performed.

Distribution System:

The Water Distribution system is operating great. For the month of November we repaired 2 water leaks, installed 3 water taps, and replaced one 6 in. gate Valve. Since making those repairs, we have seen tremendous gains in our water tank, which indicates this issue was a great find.

Sewer Department:

The Sewer Department is operating well with there being no overflows in the month of November. We are still pulling excess amounts of wipes / mop heads from the pumps at the 390 Igloo pump station. We do ask that you refrain from flushing wipes, because they get wrapped around the pumps impellers and make them less efficient, leading to greater chance of overflows.

Streets Department:

City workers are working hard maintaining brush and leaf pickup throughout town. We recently received our leaf Vac out of the shop so we will be collecting leaves as of now. Our designated day for brush pickup is Wednesday and Thursday, with work orders being top priority.

If you have any questions please call City Hall at 538-7144. Thank you.

Allen Moultrie
Public Work Supervisor