

Minutes
Board of Mayor and Aldermen
Regular Meeting
September 2, 2025

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

Members Present: Carol Keith, Jerry Malone, Carolyn Payne, Eric Johnson

Prayer, Alderwoman Keith; Pledge of Allegiance, Chief Depew

Mayor Staton opened the floor for the following:

Recognition of Distinguished Guests:

Darren Berkley of the Appalachian Warriors introduced himself to the BMA. Mr. Berkley and expressed that the Appalachian Warriors are now located in Buff City and would like to be a part of the community through their non-profit efforts.

Austin Smith of Mattern and Craig gave a briefing on the AMP Grant progress and the GIS mapping. He also briefed on the Water Treatment Plant bids.

Discussion and Action: Approval of Board of Mayor and Aldermen Meeting Minutes for July 2, 2024; September 30, 2024; January 7, 2025; February 4, 2025; March 20, 2025; April 1, 2025; July 29, 2025; August 5, 2025; and August 14, 2025

Motion to approve Minutes for July 2, 2024, Alderman Malone. Second, Alderman Johnson. Vote: Alderwoman Keith - Yes; Alderman Malone - Yes; Alderwoman Payne - No, Alderman Johnson - Yes. Motion carried.

Motion to approve Minutes for September 30, 2024, No motion.

Motion to approve Minutes for January 7, 2025, Alderman Malone. Second, Alderwoman Payne. Vote: Alderwoman Keith - Yes; Alderman Malone - Yes; Alderwoman Payne - Yes, Alderman Johnson - Abstain. Motion carried.

Motion to approve Minutes for February 4, 2025, Alderman Malone. Second, Alderman Johnson. Vote: Alderwoman Keith - Abstain; Alderman Malone - Yes; Alderwoman Payne - No, Alderman Johnson - Yes. Motion rejected.

Motion to approve Minutes for March 20, 2025, Alderman Malone. Second, Alderwoman Keith. Vote: All in favor. Motion carried.

Motion to approve Minutes for April 1, 2025, Alderwoman Payne. Second, Alderwoman Keith. Vote: All in favor. Motion carried.

Motion to approve Minutes for July 29, 2025, Alderwoman Payne. Second, Alderman Johnson. Vote: All in favor. Motion carried.

Motion to approve Minutes for August 5, 2025, Alderwoman Payne. Second, Alderwoman Keith. Vote: All in favor. Motion carried.

Motion to approve Minutes for August 14, 2025, Alderwoman Payne. Second, Alderman Johnson. Vote: Alderwoman Keith - Abstain; Alderman Malone - Yes; Alderwoman Payne - Yes, Alderman Johnson - Yes. Motion carried.

First Session of Public Comments:

Kathy Leonard, 316 McClelland Lane spoke about the stormwater issues on McClelland Lane in front of her property.

Discussion and Action: Setting a Salary for the City Manager Position

The Board members had a discussion on what the salary of the City Manager position should be. The number suggested was \$72,800. There was discussion as to whether to establish the salary at the meeting or set a workshop.

Motion to set the salary during the current regular session, Alderwoman Payne. Second, Alderwoman Keith. Vote: Alderwoman Keith - Yes; Alderman Malone - Yes; Alderwoman Payne - Yes, Alderman Johnson - Yes. Motion carried.

Motion to approve the City Manager salary with an evaluation after six (6) months, Alderwoman Malone. Second, Alderman Johnson. Vote: All in favor. Motion carried.

The Board set a Special Called Meeting for September 10, 2025.

Town Manager Report:

Mayor Staton briefed the Board on the meetings attended, an upcoming grant opportunity, an update on the EPA's Closing Americas Wastewater Access Gap support, and the Sullivan County Hazard Mitigation Plan progress.

Report from the Town Attorney:

Mr. Frye informed the Board that he is currently working on collecting delinquent taxes.

Financial Report:

Sharon Greene gave the Financial Report.

Motion to approve the Financial Report, Alderman Johnson. Second, Alderwoman Payne. Vote: All in favor. Motion carried.

Police and Public Safety :

Chief Depew gave the monthly report for July 2025.

Public Works:

Supervisor Allen Moultrie gave the Water Plant and Distribution System monthly report for July 2025

Board of Mayor and Aldermen Comments:

Alderwoman Carol Keith thanked everyone for attending and she is just a phone call away if anyone needs her.

Alderman Jerry Malone thanked everyone for coming.

Alderwoman Carolyn Payne thanked everyone for attending and spoke of Heritage Days, trash cans, and the garage.

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Alderman Eric Johnson thanked everyone for attending and commented on the hiring of a City Manager.

Old Business: None

New Business:

Mayor Staton addressed the credit card limits and proposed changing the limits to \$2,500 for the Admin Staff, \$2,500 for the Police Department, and \$2,500 for the Public Works Department.

Motion to approve the credit card limits proposed, Alderwoman Payne. Second, Alderwoman Keith. Vote: All in favor. Motion carried.

Alderman Johnson asked that the Board consider increasing the water tap and sewer tap fees.

Second Session of Public Comments:

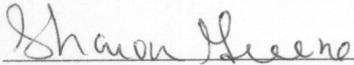
David Harmon, 200 Holston Drive, asked about purchasing microphones.

With no other business, Mayor Staton adjourned the meeting at 7:25 p.m.



Lori Staton, Mayor

This 2nd day of September, 2025



Sharon Greene, Recorder / CMFO

Administrative Report

Attended the Johnson City Metropolitan Transportation Planning Organization (MTPO) Meeting. Along with Ambre Torbett, Sullivan County Director of Economic & Community Development, began the planning stages of a project to address the intersection of Allison Road, Piney Flats Road, and Hwy 19E.

Last month I applied for the Closing Americas Wastewater Gap Grant on behalf of Bluff City. The grant provides engineering assistance to smaller communities with wastewater and stormwater infrastructure problems. On August 14, I received a call from Caroline Witek, and Environmental Engineer for the EPA. They are granting our request for additional support in the form of Technical Assistance regarding our wastewater and storm water issues.

Public Works Supervisor Allen Moultrie and I met with Austin Smith to preview the CCTV footage that was taken of the sewer system (from the Igloo Station to just passed Town Hall).

Public Works Department began paving projects.
Lakeview Drive

Public Works Department began line painting projects.
Bluff City Elementary School crosswalks
Wells Park
Ball Field/Boat Ramp
Town Hall

Bluff City PD completed the background check on Krista Morris.

Local Government was here today and they will be back tomorrow working on our server.

Town Hall will be closed tomorrow from 8:00 to 1:30 pm for training.

Jeanann and Sarah Malone are working on Heritage Days. They are meeting tomorrow afternoon.

Received an email from Jim Bean, Director of Sullivan County Emergency Management Agency with an approval letter from FEMA temporarily approving our updated hazard mitigation plan as well as a copy of the FEMA Local hazard mitigation review document. The next step for us is to adopt the plan formerly. Mr. Bean is available to attend any workshop or BMA meeting if necessary to answer any questions from you or the board. Once adopted, I will need to get copies and submit all adoption documents to the State of Tennessee and to FEMA for final approval.

5% increases went into effect for the town employees.



Bluff City Police Department

MONTHLY REPORT

2025 AUGUST
Year Month



NUMBER OF:				TOTAL
CALLS FOR SERVICE(S)				287
PATROLED MILE(S)				10845
OFFENSE REPORT(S)				54
MSD REPORT(S)				29
ISSUED CITATION(S)				353
WARNING CITATION(S)				71
ARREST(S)				33
D.U.I.(S)				2
DRUG VIOLATION(S)				9
DOMESTIC ASSAULT(S)				9
CRASH(ES)				13
MISSING PERSON(S)				4
ANIMAL CALL(S)				3
ALARM(S)				7
VEHICLE SEIZURE(S)				0
FUNERAL ESCORT(S)				1
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 August 2025**

Water Plant:

The Bluff City Water plant is operating good pumping out an average of 251 thousand gallons per day. Our water tank level was at an average of 44.60 ft. and was at a max level of 53.96 ft. for the month. The Water treatment plant operated well during the month only being down during backwashes and routine maintenance.

Distribution System:

The Water Distribution system operated great for the month of August. We repaired a total of 2 water leaks during the month, both leaks were lateral line leaks.

Sewer Department:

The Sewer Department is operating well although we did have 1 overflow for the month of August. We conducted smoke testing along Bluff City Highway to help track our I&I.

Streets Department:

City workers are working hard maintaining the mowing, brush, and leaf pickup throughout town. 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