

Minutes  
Board of Mayor and Aldermen  
Special Called Meeting  
September 23, 2025

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

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

Prayer, Alderwoman Keith; Pledge of Allegiance, Captain Watson

Mayor Staton opened the floor for the following:

Austin Smith of Mattern and Craig gave a briefing on the new Task Order presented to the BMA for consideration. The BMA asked Mr. Smith to look into whether or not the situation with the Sanitary Sewer Overflows could be handled without a separate Task Order.

First Session of Public Comments: None

Discussion: Briefing on the Sullivan County Hazard Mitigation Plan by Jim Bean, Director of Sullivan County Department of Emergency Management Agency

Mr. Bean briefed the BMA on the proposed Hazard Mitigation Plan that addressed possible future hazards and means to address them for the citizens of Sullivan County.

Discussion and Action: Resolution 2025-016 – A Resolution Adopting the 2025 Sullivan County Hazard Mitigation Plan

Motion to approve, Alderwoman Payne. Second, Vice-Mayor Adams. Vote: All in favor.  
Motion carried.

Discussion and Action: Ordinance 2025-010 – An Ordinance Amending the 2025-2026 Annual Budget for Water and Sewer

Motion to approve, Alderman Johnson. Second, Vice-Mayor Adams. Vote: All in favor.  
Motion carried.

Discussion and Action: Address City Manager Contract Changes Presented by Krista Morris

The Board discussed changing Section 4.03 – Severance, from one (1) month to four (4) months of severance.

Motion to approve, Alderwoman Payne. Second, Alderwoman Keith. Vote: All in favor.  
Motion carried.

Discussion: Approval by Sullivan County Commissioners of Kubota Tractor and Asphalt Roller to Bluff City

Mayor Staton explained that at the Sullivan County Commissioners Meeting on Thursday, September 18, the Commissioners unanimously approved the selling of the Kubota tractor and donation of an asphalt roller to Bluff City. The Board voted to accept.

Motion to approve, Alderwoman Payne. Second, Vice-Mayor Adams. Vote: All in favor.  
Motion carried.

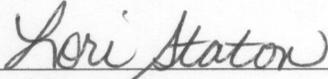
Second Session of Public Comments - None

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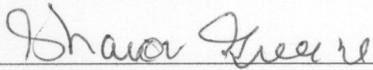
9/23/25

With no other business, Mayor Staton adjourned the meeting at 7:04 p.m.



Lori Staton, Mayor

This 23<sup>rd</sup> day of September, 2025



Sharon Greene, Recorder / CMFO

**RESOLUTION NO. 2025-016**

**WHEREAS**, the City of Bluff City recognizes the threat that natural disasters and hazards pose to persons and property within our community; and

**WHEREAS**, undertaking hazard mitigation actions will reduce the potential for harm to persons and property from future hazard occurrences; and

**WHEREAS**, an adopted hazard mitigation plan is required as a condition of grant funding for mitigation projects; and

**WHEREAS**, the City of Bluff City participated jointly with Sullivan County, the City of Bristol, and the City of Kingsport in developing the updated Sullivan County Tennessee Multi-Hazard Mitigation Plan which is attached hereto as Exhibit A; and

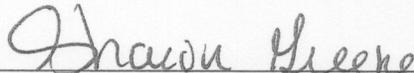
**WHEREAS**, the Board of Mayor and Aldermen desire to adopt the mitigation plan.

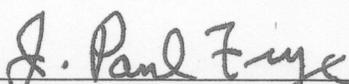
**NOW, THEREFORE, BE IT RESOLVED** by the City of Bluff City, Tennessee that the attached Sullivan County Tennessee Multi-Hazard Mitigation Plan is hereby adopted, and a copy of this Resolution will be submitted to the Sullivan County Emergency Management Agency for distribution to the appropriate federal and state agencies.

**WHEREUPON**, Mayor Staton declared the Resolution adopted, affixed her signature and the date thereto, and directed that the same be recorded.

Adopted this 23<sup>rd</sup> day of September, 2025.

  
\_\_\_\_\_  
Lori Staton, Mayor

Attested:   
\_\_\_\_\_  
Sharon Greene, CMFO, Town Recorder

Approved  
as to form:   
\_\_\_\_\_  
J. Paul Frye, Town Attorney

**ORDNANCE No. 2025-010**

**AN ORDNANCE OF THE TOWN OF BLUFF CITY, TENNESSEE,  
AMENDING THE WATER/SEWER FUND FOR THE FISCAL YEAR BEGINNING  
JULY 1, 2025, AND ENDING JUNE 30, 2026**

**WHEREAS**, Tennessee, Code Ann. 9-1-116 requires that the Water/Sewer 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 moneys 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 Governing Body has published the Water/Sewer amendments 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 amendments.

**BE IT THEREFORE ORDANED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF BLUFF CITY, TENNESSEE:**

**SECTION 1:** That the governing body estimates anticipated revenues of the municipality from all the Water/Sewer Fund to be as follows:

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

<b>2025-2026 BUDGET</b>			
<b>WATER / SEWER FUND</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>
	<b>ACTUAL</b>	<b>ESTIMATED</b>	<b>PROPOSED</b>
<u>Revenue</u>			
Operating Revenue	1,049,945	1,122,400	1,130,000
Grants	<u>65,856</u>	<u>1,300,000</u>	
<b>Total Revenue</b>	<b>1,115,801</b>	<b>2,422,400</b>	<b>1,130,000</b>
<u>Appropriations</u>			
Water Treatment Plant	227,883	222,150	244,100
Sewer Treatment	186,837	188,250	213,300
W/S Dist. & Collection	93,662	122,050	109,100
Admin & General	<u>520,606</u>	<u>578,750</u>	<u>634,800</u>
<b>Total Appropriations</b>	<b>1,028,988</b>	<b>1,111,200</b>	<b>1,201,300</b>

**SECTION 3:** No appropriation listed above may be exceeded without an amendment of the budget ordinance as required by the Municipal Budget Law of 1982 (Tenn. Code Ann. 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 accord with Tenn. Code Ann. 6-56205.

**SECTION 4:** All unencumbered balances of appropriations remaining at the end of the fiscal year shall lapse and revert to the fund balances.

**SECTION 5:** All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

**SECTION 6:** The public welfare requiring it.

\_\_\_\_\_  
Lori Staton, Mayor

Attested:

\_\_\_\_\_  
Sharon Greene, CMFO, Town Recorder

Approved

as to form: J. Paul Frye, Town Attorney

Passed on First Reading: \_\_\_\_\_

Passed on Second Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

	2022-2023 BUDGET	FY 2024	FY 2025
Revenue			
Operating Revenue	1,040,915	1,122,400	1,130,000
Grants	62,258	1,300,000	
Total Revenue	1,103,173	2,422,400	1,130,000
Appropriations			
Water Treatment Plant	227,883	222,150	244,100
Sewer Treatment	186,817	188,250	212,300
W&S Dist & Collection	93,662	122,050	100,100
Admin & General	320,000	278,250	234,300
Total Appropriations	1,028,362	1,111,200	1,101,200