

Minutes
Board of Mayor and Aldermen
Regular Meeting
June 3, 2025

Mayor Staton called the meeting to order at 6:01 p.m.

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

Prayer by Alderwoman Keith; Pledge of Allegiance led by Chief Greg Depew

Mayor Staton opened the floor for the following:

Project Briefing from Austin Smith of Mattern and Craig.

Mr. Smith reported on the ARPA Projects. TDEC had revisions to the Water Treatment Plant plans and awaiting final comments. Asset Management Plan Task Orders were executed. Mr. Smith noted that John Cardinal would be on site at the Mattern and Craig representative. Mr. Smith stated evaluation of the Pump Stations was conducted and the CCTV work was complete and he was awaiting the results.

Public Works Supervisor Allen Moultrie gave the state of the sewer pump deficiencies and the need to replace pumps at the Igloo and 390 Pump Stations.

Zach Harless and Kody Love from Tri-Cities IT gave a presentation on their services.

Discussion and Action: Approval of Meeting Minutes for October 28, 2024; November 7, 2024; May 1, 2025; May 6, 2025; May 12, 2025.

The Board requested to postpone the approval of the minutes presented. Motion to postpone by Alderwoman Payne. Second by Alderman Johnson. Vote: All in Favor. Motion carried.

First Session - Public Comments:

David Harmon of 200 Holston Drive questioned Robert's Rules for procedure of public comments.

Discussion and Action: Second Reading and Public Hearing - Ordinance 2025-006, An Ordinance Authorizing \$13,625.00 for the Purchase of Two (2) Sewer Pumps

Public Hearing: David Harmon of 200 Holston Drive asked why the pumps were in need of replacing.

Alderwoman Keith stated she was unaware pumps needed to be replaced.

Public Hearing ended.

Motion to approve by Alderwoman Payne. Second by Alderman Johnson. The vote went as follows: All in favor. Motion carried.

Discussion and Action: Finalizing Town Manager Annual Salary for Job Posting with Municipal Technical Advisory Service (MTAS)

Discussion was had and the salary range of \$55,000 to \$75,000 was suggested.

Motion to approve by Alderman Johnson. Second by Alderwoman Payne. The vote went as follows: All in favor. Motion carried.

Discussion and Action: Nominating a Board Member to the Bluff City Planning Commission

Alderman Malone was nominated for the open Planning Commission position.

Motion to approve, Alderwoman Payne. Second by Alderman Johnson. The vote went as follows: All in favor. Motion carried.

Report from the Town Manager:

Mayor Staton read the report from Interim Town Manager, Michelle Roberts.

Financial Report - Sharon Greene

Ms. Greene read the Financial Report for May 2025.

Motion to approve the Financial Report by Alderwoman Payne. Second by Alderman Malone. The vote went as follows: All in favor. Motion carried.

Department Head Reports:

Police and Public Safety - Chief Depew read the statistics for the month of May 2025.

Public Works - Supervisor Allen Moultrie read the Water Plant and Distribution System report for the month of May 2025.

Administrative Report - Sharon Greene gave a report on the Administrative Staff.

Board of Mayor and Aldermen Comments:

Alderwoman Keith thanked everyone.

Alderwoman Payne thanked everyone for attending and asked more people to attend.

Alderman Johnson thanked everyone for attending.

Alderman Malone said it is going to be a difficult year with budget and taxes.

Old Business: Alderwoman Keith commented that it takes three to set a Special Called Meeting and that the Board is keeping its power.

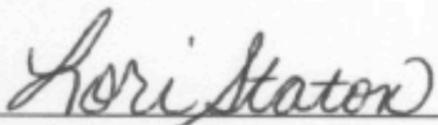
New Business:

Alderwoman Payne discussed distributing the trash cans.

Mayor Staton said she was working with Sheila Cox to draft an updated ordinance.

Second Session - Public Comments: None

With no other business, Mayor Staton adjourned the meeting at 7:43 p.m.



Lori Staton, Mayor

This 3rd day of June, 2025



Sharon Greene, Recorder / CMFO

Board of Mayor and Alderman

June 3, 2025

TO: Honorable Mayor and Board of Aldermen
FROM: Michelle Roberts, Interim Town Manager
SUBJECT: Monthly Administrative Report – May 2025

This report covers the period from the previous BMA meeting until present.

Highlights of Activities

1. Held Special Called Meetings May 1, May 12, and May 27.
2. Met with First Tennessee Development District (FTDD) on May 8th.
3. Completed computer and operating system evaluation on May 13. Bluff City identified three computers to be replaced in FY26.
4. Met with Verizon on May 20 and am working to replace Public Work's phones at no cost.
5. Axon kick-off call was held on May 28th. Deployment scheduled for July 9-10.
6. With assistance from Cory Haggard and FTDD, completed a jurisdictional questionnaire and provided it to Sullivan County's Emergency Management Agency (EMA) for their update to the county's Hazard Mitigation Plan.
7. Worked with Sharon Greene to review, analyze, and develop a draft FY26 budget. Draft provided to BMA members on May 27.
8. Attended and represented Bluff City as a keynote speaker at the 2025 Sullivan County Fallen Officers Memorial Service on May 16th.
9. Received a communication from Johnson City Metropolitan Transportation Planning Organization (MTPO) on the Multimodal Access Grant, and they plan to set a meeting in June to discuss.



Bluff City Police Department

MONTHLY REPORT



2025
Year

MAY
Month

NUMBER OF:				TOTAL
CALLS FOR SERVICE(S)				243
PATROLED MILE(S)				8809
OFFENSE REPORT(S)				31
MSD REPORT(S)				32
ISSUED CITATION(S)				305
WARNING CITATION(S)				102
ARREST(S)				28
D.U.I.(S)				1
DRUG VIOLATION(S)				6
DOMESTIC ASSAULT(S)				6
CRASH(ES)				7
MISSING PERSON(S)				1
ANIMAL CALL(S)				0
ALARM(S)				4
VEHICLE SEIZURE(S)				0
FUNERAL ESCORT(S)				2
USE OF FORCE REPORT(S)				0

Approved by: Chief Depew