

Board of Mayor and Aldermen Meeting
April 3, 2017
Dyersburg Municipal Court Room

- (1) **Call to Order:** The Board of Mayor and Aldermen met in regular session on Monday, April 3, 2017 in the Dyersburg Municipal Court Room at 7:00 p.m. Mayor John Holden presided over the meeting. The meeting opened with prayer by Alderman Bob Kirk. Mayor Holden noted all Aldermen were present.
 - (2) **Approval of Minutes:** Mayor Called for a motion to approve the minutes from the March 6, 2017 meeting. The minutes were approved on a motion by Alderwoman Carolyn Norman, followed by a second from Alderman Robert Taylor, Jr. The minutes were approved.
 - (3) **Unfinished Business:** None presented.
 - (4) **New Business:** None presented.
- a. **Street & Sanitation Committee Meeting minutes – March 28, 2017 – Chairman Mike Morgan.**

Street/Sanitation Committee Meeting

City of Dyersburg

March 28, 2017

The Street/Sanitation Committee met Tuesday March 28, 2017 at 9:00 a.m. in the City Hall second floor conference room.

Members Present Included: Mayor John Holden, Bill Escue, Kevin Chaney, and Committee Chairman Mike Morgan.

Other Alderman Board Members:

Staff and Others Present: John Damesworth, Street and Sanitation, Greg Williams, Purchasing, Rachael Townsend, State Gazette, Mike McCulloch, Street and Water Department Superintendent, Steve Anderson, Treasurer, Thomas Mullins, Kevin Joslin, Codes Enforcement Department, representatives from Red River Waste Solutions Company, and numerous citizens from the community who were property owners/landlords. (attendee sign in sheet available as attachment).

The following items were taken under discussion:

RED RIVER WASTE SOLUTIONS LANDFILL RATES.

The committee heard a presentation from Steve Smith, David Cooper, and Laken Burpo, representatives from the Red River Waste Solutions Company discussing landfill rates. Red River has started using the Dyersburg landfill to dispose of household waste. Red River is currently averaging approximately 300 tons plus per week and requested an additional price break at 300 tons. This rate was requested to be added to the fee schedule, since the highest rate the City posts is 250 tons. After hearing the request and Committee discussion, the Committee recommended adding to the schedule of fees an additional tier at 300 ton per week at a discounted fixed rate of \$23.95 per ton for consistent volume. This decision was accepted in the form of a motion made by Chairman Mike Morgan, and seconded by Alderman Kevin Chaney. The Committee unanimously passed the recommendation for presentation before the full Board of Mayor and Aldermen.

A motion to approve the recommendation from the Committee as presented before the Board was made by Alderman Mike Morgan, with a second by Alderman Bill Escue. The motion passed by full approval.

REFUSE / TRASH DISPOSAL ORDINANCE.

The committee heard discussion enforcement policies concerning the removal of illegal curbside items. Committee members and property owners openly discussed ways in which to address the issue of illegal curbside items placed on the side of the street for collection by the city.

Thomas Mullins provided a copy of the violation notice including information pertinent to penalties and fines, which was adopted by the Board earlier this month.

He noted as outlined in the policy, property owners were given 48-hour notice to properly remove illegal curbside items before being imposed with a minimum fine of \$350, in addition to a \$50 fine for each day of the violation.

All charges assessed by the City would be held as a lien upon the property. Property owners expressed concern over the short time frame of 48 hours in the ordinance, and requested the notice to be extended. The committee agreed to amend the ordinance from 48 hours notice and response time to 5 working days and would add a provision with property owners' names and all contact information compiled into a registry. The motion was made endorsing the amended changes by Mayor Holden, and seconded by Alderman Bill Escue. The motion passed and will be presented before the full Board of Mayor and Aldermen.

No further actions were taken by the Committee and the meeting adjourned at 10:18 a.m.

- b. Notice of Public Hearing – April 17, 2017 – A revision to ordinance BB-671, refuse and trash disposal, section 17-111 Violation and penalty.**

Mayor Holden presented the revision before the Board for approval for public notice. A motion to approve the revision for public notice to the ordinance as presented before the Board was made by Alderman Bob Kirk, with a second by Alderman Dennis Moody. The motion passed by full approval. The public hearing will be held at the Board meeting April 17, 2017.

- c. Notice of Public Hearing – April 17, 2017 – An ordinance to amend the Dyersburg Municipal Zoning Map to rezone property near 1715 East Court Street from M-2 (medium industrial) district to B-2 (general trade and services) district.**

Mayor Holden presented the amendment before the Board for approval for public notice. A motion to approve the amendment for public notice to the as presented before the Board was made by Alderman Mike Morgan, with a second by Alderman Robert Taylor, Jr. The motion passed, with one abstention by Alderman Kevin Chaney. The public hearing will be held at the Board meeting April 17, 2017.

- d. Resolution 04032017 – A Resolution to hire administrative services for the City of Dyersburg’s 2016 CDBG Commercial Façade Project.**

Mayor Holden presented the following resolution for approval by the Board:

RESOLUTION 04032017
CITY OF DYERSBURG, TENNESSEE
FOR
ADMINISTRATIVE SERVICES

WHEREAS, the City of Dyersburg, Tennessee desires to apply for financial grant assistance as provided under the State of Tennessee’s FY 2016 Small Cities Community Development Block Grant Commercial Façade Program; and

WHEREAS, the Board of Aldermen of the City of Dyersburg finds it in the City’s best interest to secure the assistance of an experienced and qualified administrative management services firm to assist in preparing and administering the City’s 2016 Community Development Block Grant Commercial Façade Application; and

WHEREAS, in compliance with pertinent State regulations, the City has solicited and evaluated statements of qualifications of interested professional CDBG administrative assistance firms; and

WHEREAS, the Board of Aldermen of the City of Dyersburg has determined that Community Development Partners, LLC has the most appropriate experience, background and qualifications to provide said services; and

WHEREAS, Community Development Partners, LLC will conduct the work necessary to complete the CDBG Commercial Façade application on a no-cost basis, and in the event the project is successfully funded, Community Development Partners, LLC will assist in the administration of the project.

NOW, THEREFORE BE IT RESOLVED that the Board of Aldermen of the City of Dyersburg hereby selects Community Development Partners, LLC to provide assistance in the preparation and administration of the City's 2016 CDBG Commercial Façade Grant application.

READ AND ADOPTED this the 3rd day of April, 2017.

John Holden
Mayor

ATTEST:

Signature, Title

A motion to approve the resolution as presented before the Board was made by Alderman Mike Morgan, with a second by Alderman Terry Glover. The motion passed by full approval.

- e. **Public Safety Committee Meeting Minutes – March 30, 2017 – Chairman Bob Kirk**

Public Safety Committee Meeting

City of Dyersburg

March 30, 2017

The Public Safety Committee met Thursday, March 30, 2017 at 11:00 a.m. in the second-floor conference room at City Hall.

Members Present Included: Mayor John Holden, Alderman Bob Kirk, Chairman, and Mike Morgan. Alderwoman Carolyn Norman was not present.

Other Alderman Board Members: Terry Glover, Kevin Chaney.

Staff and Others Present: Brandon Hutcheson, State Gazette, Tim Ware, Chief, Dyersburg Fire Department, Steve Isbell, Chief, Dyersburg Police Department, Mark Grant, and EOC staff.

Chairman Bob Kirk called the meeting to order. The meeting opened with prayer. Following the prayer, Chairman Kirk informed the Committee of the following agenda:

1. 911 CENTER - MARK GRANT:

Mr. Grant presented a report that stated the results of 3 separate reviews for a project to create a safe space for continuation of emergency operations, following any direct disaster that would prohibit the continued operations of the EOC. The Committee heard much discussion of the recommendations and in a motion by Alderman Mike Morgan, with a second by Mayor Holden, endorsed the project to proceed in the development of a back-up call center to be located at the Mid-Town Safe Room at a cost of \$65,000.00 by the 911 Board. The motion passed for recommendation before the full Board of Mayor and Aldermen.

A motion to approve the recommendation from the Committee as presented before the Board was made by Alderman Bob Kirk, with a second by Alderman Mike Morgan. The motion passed by full approval.

Additionally, the Committee was informed of a project proposal to provide an operations area that is a survivable space during a tornado strike. The estimated budget of 1.8 million dollars includes all equipment, furnishings, as well as, remodeling the existing EOC building to allow for needed administrative offices and storage space. Mr. Grant presented the cost and recommendations for revenue to pay for the project.

The committee agreed to wait for more information regarding financial support from the local 911 Board in this project and discuss the proposal further during a Finance Committee meeting during at the 2017-18 Budget hearings.

2. POLICE STEP RAISES - CHIEF STEVE ISBELL

Police Chief Steve Isbell shared a Dyersburg Police Salary Comparisons report for Patrol Officers with the committee. He informed the Committee the main issue is the length of time (18 years) required for a patrol officer to reach the top out pay level. The DPD has observed a significant decrease in the recruitment pool and in retirement and various other reasons for officers leaving the Department. He noted a reduction in the top out time would have a positive effect on reducing the turn-over rate. While the Chief did not have specific information as to the exact cost estimate for reducing the top out level for 18 to 7 years, he stated he would work with the City Treasurer to determine the information to be presented in the 2017-18 budget request.

In further discussion, Chief Isbell updated the Committee of various recent public disturbances at Okeena Park, Future City Recreation complex, and Dyersburg High School. Chief Isbell complemented the community and school administration for their cooperative efforts in these matters.

Other items properly presented for discussion.

Fire Chief Tim Ware recommended updating the Classified Employees Handbook, and the City Employee Handbook.

No further business was presented before the Committee which adjourned at 12:00 p.m.

f. Attorney Invoice.

Mayor Holden presented an invoice from the City Attorney's office to be approved for payment. The February 1, 2017 – February 28, 2017 invoice totaled \$22,368.75. Alderman Mike Morgan_ made a motion to approve the payment, with a second by Alderman Bob Kirk. The motion passed by full Board approval.

g. Bids – Greg Williams.

1. Department: Airport

Item: Aircraft Towing Vehicle

Purpose: To replace older smaller existing tug

Budgeted: No – 100% covered by Lessee constructing new hangar

Notification: State Gazette – Direct to (4) vendors

Bids: Tug Technologies	No Bid
Bauer Aviation	\$38,509.00
Sasind Aviation	\$38,070.00
LEKTRO	\$37,016.00

Recommendation: Mr. Williams recommended award bid to LEXTRO for \$37,016.00.

A motion to approve the recommendation as presented before the Board was made by Alderman Dennis Moody, with a second by Alderman Robert Taylor. The motion passed by full approval.

2. Department: Industrial Park Railroad
Item: Repair of track defects
Purpose: To clear violations cited by CN RR track inspector
Budgeted: No
Notification: None – Emergency repair
Bids:

Shelby Railroad	\$34,800.00
Lone Star RR Contractors	\$25,719.00
Trac-Work	\$13,339.00

Recommendation: Mr. Williams recommended approving the payment to Trac-Work for \$13,339.00.

A motion to approve the recommendation as presented before the Board was made by Alderman Bob Kirk, with a second by Alderman Dennis Moody. The motion passed by full approval.

3. Department: Street
Item: 2012 CASE DV201 Asphalt Roller
Purpose: To replace older smaller roller that is ineffective
Budgeted: No – Funds will be used from sold surplus flush truck and street sweeper - \$21,110.00
Notification: None – This is a used piece of equipment
Market Comparisons:

<u>Make/Model</u>	<u>Hours</u>	<u>Price</u>	<u>Location</u>
2012 CASE DV201	35	\$36,900	Massachusetts
2012 VOLVO DD29	825	\$24,900	Texas
2006 CASE DV201	250	\$22,000	Missouri
2012 CASE DV201	550	\$21,300	Dyersburg

Recommendation: Mr. Williams recommended awarding the bid to Century Equipment, Dyersburg, \$21,300.00.

A motion to approve the recommendation as presented before the Board was made by Alderman Robert Taylor, Jr., with a second by Alderman Mike Morgan. The motion passed by full approval.

4. Department: PDC / YMCA
Item: Repair of chimney
Purpose: To correct dangerous condition
Budgeted: No
Bids: Still developing plans and trying to locate contractors to get quotes
Allow work to begin immediately upon obtaining repair quotes

Recommendation: Mr. Williams recommended allow work to begin immediately upon obtaining repair quotes.

A motion to allow Mr. Williams to authorize emergency work to begin immediately upon obtaining repair quotes was made by Alderman Kevin Chaney, with a second by Alderman Terry Glover. The motion passed by full approval.

Report from Alderman and Alderwomen:

Aldermen Bob Kirk: No report.

Alderman Bill Escue: No report.

Alderman Terry Glover: No report.

Alderman Kevin Chaney: No report.

Alderman Mike Morgan: Reported potholes on Hillcrest. Discussed the Street Department lowering of stop signs around the city. Mike McCulloch reported the Street Department was readjusting the height of some of the city's stop sign heights as they were originally incorrectly set at the required height based upon TDOT standards.

Alderman Dennis Moody: Asked for a City review of potential sidewalk and curb gutters on Speedway, between St. John and Summer streets. Noted the potholes has been repaired at the streets.

Alderwoman Carolyn Norman: No report.

Alderman Robert Taylor, Jr: Reported a need for debris clean-up on Compress and Thomas streets.

Communications from the Mayor:

- Announced the upcoming Dogwood festival and events
- Announced the DSCC Diversity Conference

With no further business, the meeting adjourned at 7: 30 p.m.

John Holden, Mayor

Robert C. Jones, City Recorder