

**Board of Mayor and Aldermen Meeting
December 18, 2017
Dyersburg Municipal Court Room**

- (1) **Call to Order:** The Board of Mayor and Aldermen met in regular session on Monday, December 18, 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 Terry Glover. Mayor Holden noted all Aldermen were present, with the exception of Aldermen Robert Taylor Jr., and Mike Morgan.
- (2) **Approval of Minutes:** Mayor Holden called for a motion to approve the minutes from the December 4, 2017 meeting. The minutes were approved on a motion by Alderman Bill Escue, followed by a second from Alderman Terry Glover.
- (3) **Unfinished Business:** None presented.

a. Attorney Invoice.

Mayor Holden presented an invoice from the City Attorney's office to be approved for payment. The November 1, 2017 – November 30, 2017 invoice totaled \$ 6,918.75. Alderman Bob Kirk made a motion to approve the payment, with a second by Alderman Dennis Moody. The motion passed.

b. Combined Meeting of the Finance/Public Safety/Street and Sanitation Committee Meeting, Minutes Read by Alderman Bob Kirk, Chairman of the Public Safety Committee

Finance/Public Safety/Street and Sanitation Committee Meeting

City of Dyersburg

Friday, December 15, 2017

The Finance Committee/Public Safety/Street and Sanitation committees met at 9:00 a.m. on Friday, December 15, 2017 in the City Hall Second Floor conference room.

Committee Members Present: Kevin Chaney, Bob Kirk, Terry Glover, Mayor John Holden, Mike Morgan, and Bill Escue.

Others who attended the meeting included: Greg Williams, Purchasing, Brandon Hutcheson, State Gazette, Steve Anderson, Treasurer, Steve Isbell, and DPD Staff, Tim Ware, DFD, Andy Baker, Recreation, Thomas Mullins, Kevin Joslin, Codes Enforcement, Mike McCulloch, Street and

Water/Sewer, Scott Ball, Storm Water/Construction Inspection, Mark Grant, EOC, John Damesworth, Sanitation/Landfill, April Oewango, Motorola Sales Consultant.

Mayor Holden called the meeting to order. The meeting opened with prayer.

The committees discussed the following:

- **MOTOROLA RADIO, BODY CAMS AND DISCUSSION OF TACN.**

Mark Grant presented an overview of a Motorola proposal for the city to upgrade its core system for hardware and software equipment using state of the art computer radio and patrol officer body cameras. The current system is outdated and much of the operating software will no longer be supported. He noted the following:

- The cost for core equipment and technology support will be a continuous financial requirement.
- The proposed new system will be the cheapest to purchase and the most efficient.
- The proposed system consists of new police and fire radios and body cameras.
- Join the State of Tennessee State TACN system which will allow the city to have state funded support for the core and allow statewide communications as a whole.
- This proposal has been calculated to potentially save the city \$400,000.00 over the next 10 years.
- The overall cost to the city is 1.5 million dollars.
- The city would utilize a current and sustainable emergency services fee by adding \$1.50 to the existing \$1.50 charge resulting in a \$3.00 total fee. The committee this was the appropriate method of cost sharing. The city would begin the new charge in July 2018.
- Motorola will provide (at no cost) free unlimited data storage for 5 years, plus \$350,000.00 in new patrol car cameras if a sales contract can be executed before the end of 2017.
- The Police, Fire and EOC departments fully endorse the project and stated that Motorola services and equipment are at the highest standards.

On a motion by Alderman Mike Morgan, and a second by Alderman Kevin Chaney, the committee voted to approve the proposal while increasing the emergency services fee from \$1.50 to \$3.00 beginning July 2018, work with the 911Board to discuss funding support, and join the TACN if it is passed by the State Legislature. The motion passed for presentation to the full Board at the 12/18/17 meeting.

Alderman Bob Kirk motioned to accept the committee recommendation. Alderman Kevin Chaney seconded the motion. The motion passed.

- **PURCHASE OF BUILDING ON SAMARIA BEND ROAD**

The city has been offered the opportunity to purchase property located at 710 Samaria Bend Road. Greg Williams presented aerial maps to the committee for their review. In the proposal the owner is asking \$55,000.00 for the property which includes an approximate 1200 square foot workshop with office, bathroom, and bay door storage. The property is fenced, gated, and has several carport storage units. The city views this property as a site for storage for additional recreational and water/sewer department equipment that will be required for the maintenance of the recreational and water/sewer management in the NDR grant for South Dyersburg. If the city purchases the property, then the owner will donate the former Courtland Square property at 1175 South Main (2.7 acres) to the city. This additional property would be beneficial as contiguous property owned by the city for the NDR property grant acquisition.

On a motion by Mayor John Holden, and a second by Alderman Kevin Chaney, the committee voted to approve the purchase to be presented to the full board for approval.

Alderman Bob Kirk motioned to accept the committee recommendation. Alderman Bill Escue seconded the motion. The motion passed.

- CDBG GRANT

Scott Ball presented a request for the city to apply for a \$500,000.00 CDBG grant. If the city is successful in its application, then the funds would allow the city to finalize a multi-year, on-going CDBG grant acquisitions that would complete the total upgrade project of the waste water treatment plant equipment.

On a motion by Alderman Kevin Chaney, and a second by Mayor John Holden, the committee voted to approve the grant application to be presented to the full board for approval.

Alderman Bob Kirk motioned to accept the committee recommendation, including passing Resolutions 12182017 and 12182017A. Alderman Terry Glover seconded the motion. The motion passed.

- LPRF GRANT

From attending a regional LPRF workshop, Scott Ball discussed the opportunity for the city to apply for grant funding for recreation and park development. He noted that for the 2018 round of grant funding approximately \$500,000.00 to \$700,000.00 would be in the funding pool to applicants. Mr. Ball requested the city apply for funding.

On a motion by Mayor John Holden, and a second by Alderman Kevin Chaney, the committee voted to approve the application to be presented to the full board for approval.

Alderman Bob Kirk motioned to accept the committee recommendation. Alderman Kevin Chaney seconded the motion. The motion passed.

- TDEC LETTER REGARDING LEACHATE MANAGEMENT COMPLIANCE AT THE LANDFILL

Mayor Holden received a certified letter from TEDC requiring all Class I landfills to comply with current leachate collection, removal, migration, and collection reservoirs. TEDC noted failure to not comply will result in a violation within 45 days of December 1, 2017.

City Engineer Tiffany Heard has responded with the following email to:

“Mr. James Kelly, TEDC Environmental Field Office Manager,

Good afternoon! I serve as the City Engineer in Dyersburg, and I am trying to help Mr. Damesworth respond to the leachate management compliance letter, dated 12.1.17. In order to better understand your request, I downloaded the referenced Rule and reviewed it yesterday. I noticed that it was enacted in 2016, and our landfill was approved for construction in the 1990’s and put into use in 2002. I was unable to find any language in the regulation that prescribed immediate compliance for landfills approved and constructed under the previous version of the rule/s. Because we are a municipal landfill, any capital expenditures must be budgeted and approved by our Board of Alderman. Immediately undertaking the capital project required to bring us into compliance with these newly enacted rules, is nearly impossible for us. Could you clarify our obligations, especially with respect to the timeline? We currently pump our

leachate to our WWTP, as previously approved, so we have no substantial storage facilities for leachate on site. Any additional information you can provide would be extremely helpful, as we begin these conversations with the board.

Thank you!

Tiffany M. Heard, PE
City Engineer”

The committee took no action as the city is awaiting a response from TEDC.

- **DYERSBURG GUN CLUB**

In prior meeting discussion, Chairman Kevin Chaney discussed a need for the city to support a grant effort by an Eagle scout candidate. This will require the city to review the current lease agreement with the Dyersburg Gun Club. Attorney Scott Haight was asked to assist in expediting this effort, as the grant submission is due December 29, 2017. Mr. Haight noted in a response to Mayor Holden the city firearm ordinance did not permit the discharge of firearms within the city limit.

Alderman Chaney stated that he was informed that the scout project involved the potential acquisition of an NRA grant for approximately \$50,000.00. The application appears to require the scout grantee provide proof of lease of a physical location for which the grant funds would be applied. Mayor Holden stated the Dyersburg Gun Club has historically used and maintained the city property, but no lease contract currently exists. Several records from past State Gazette articles and Board meetings were reviewed. It appears that past city boards have not acted on a lease contract. The committee agreed the project was worthwhile, and requested the Mayor provide the following information to the city attorney:

- Execute a new lease agreement with the Dyersburg Gun Club,
- Insert language in the lease agreement that allows the Gun Club to sub-lease to another party,
- Increase the Public Liability Insurance to 1 million dollars naming landlord (City) as additional insured,
- Amend ordinance 11-503 which provides: “It shall be unlawful for any unauthorized person to discharge a firearm within the corporate limits” with language which allows for the discharge of firearms so that the Gun Club is in compliance,
- Also establish an ordinance which provides for indoor shooting ranges.

- **CONSENT AGREEMENT**

Scott Ball presented for approval a consent agreement with HDR Engineering, Inc., to work with the city to provide a Corrective Action Plan/Engineering Report for sewer response overflow as required by TDEC for 59.4 miles (1093 manholes). The cost of the CAP/ER is \$140,000.00.

On a motion by Alderman Kevin Chaney, and a second by Mayor Holden, the committee voted to approve the consent agreement with HDR to be presented to the full board for approval.

Alderman Bob Kirk motioned to accept the committee recommendation. Alderman Kevin Chaney seconded the motion. The motion passed.

- **RFQ'S FOR ENERGY CONSERVATION EVALUATION/REVIEW FIRST QUARTER FINANCIAL STATEMENTS**

The city is undertaking an effort to implement utility saving measures, develop cost reduction strategies, and identify any available funding opportunities to achieve utility savings. Scott Ball and the city engineer developed a Request for Qualifications-Results-Based Contracting Services. The city has sent the RFQ out to six firms. No action was taken by the committee.

In other business, Mr. Ball informed the committee that a drainage study has been completed by SSR Engineering to address flood water issues in the Rolling Meadows community.

With no further business, the committee adjourned at 10:30 a.m.

c. Bids – Greg Williams, Purchasing Agent.

No bids were presented.

d. Resolution 12182017

**RESOLUTION 12182017
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 2018 Small Cities Community Development Block Grant (CDBG) 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 2018 Community Development Block Grant 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 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 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 2018 CDBG grant application.

READ AND ADOPTED this the 18th day of December, 2017.

John Holden
Mayor

ATTEST:

Robert C. Jones, City Recorder

e. **Resolution 12182017A**

RESOLUTION 12182017A
CITY OF DYERSBURG, TENNESSEE FOR
ENGINEERING SERVICES

WHEREAS, the City of Dyersburg, Tennessee desires to apply for financial grant assistance as provided under the State of Tennessee's FY 2018 Small Cities Community Development Block Grant (CDBG) Program; and

WHEREAS, the Board of Aldermen finds it in the City's best interest to secure the assistance of an experienced and qualified Engineering firm to assist in the preparation and implementation of the City's 2018 Community Development Block Grant Application; and

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

WHEREAS, the Board of Aldermen has determined that Civil Engineering Solutions has the most appropriate experience, background and qualifications to provide said services; and

WHEREAS, Civil Engineering Solutions will conduct the work necessary to complete the CDBG application on a no-cost basis, and in the event the project is successfully funded Civil Engineering Solutions will assist in the engineering design and implementation of the project.

NOW, THEREFORE BE IT RESOLVED that the Board of Aldermen of City of Dyersburg hereby selects Civil Engineering Solutions to provide assistance in the preparation and implementation of the City's 2018 CDBG grant application.

READ AND ADOPTED this the 18th day of December, 2017.

John Holden Mayor

ATTEST:

Robert C. Jones, City Recorder

Reports from Alderman and Alderwomen:

Aldermen Bob Kirk: Read an anonymous letter he received concerning the city using outside contractors for the River Park Grant without being fairly bid fairly by the City of Dyersburg. Mayor Holden stated that no construction work has been placed publicly for bid and the city is in the design phase working with the city engineer department. He wished all a Merry Christmas.

Alderman Bill Escue: He wished all a Merry Christmas.

Alderman Terry Glover: He wished all a Merry Christmas, and Happy New Year.

Alderman Kevin Chaney: He wished all a Merry Christmas.

Alderman Mike Morgan: Absent.

Alderman Dennis Moody: He wished all a Merry Christmas.

Alderman Robert Taylor, Jr: Absent.

Communications from the Mayor:

- Reminded all to remember those who have lost loved ones.
- Asked all to keep former Alderman Lewis Norman in their thoughts and prayers as he is very sick and in the hospital.
- He wished all a Merry Christmas, and Happy New Year.

With no further business, the meeting adjourned at 7: 20 p.m.

John Holden, Mayor

Robert C. Jones, City Recorder