

**Board of Mayor and Aldermen Meeting
July 1, 2019
Dyersburg Municipal Court Room**

(1) **Call to Order:** The Board of Mayor and Aldermen met in regular session on Monday, July 1, 2019 in the Dyersburg Municipal Court Room at 7:00 p.m. Mayor John Holden presided over the meeting. The meeting opened with prayer by Alderwoman Meghan Gilbert. Mayor Holden noted all members of the Board were present, with the exception of Alderman James Baltimore.

(2) **Approval of Minutes:**

Mayor Holden called for a motion to approve the minutes from the June 17, 2019 meeting. Alderwoman Mary Claire Hopper made a motion to approve the minutes. Alderman Willie Cole seconded the motion. The minutes were approved.

(3) **Unfinished Business:** None presented.

(4) **New Business**

a. 2018/2019 Bad Debt write-off.

Treasurer, Steve Anderson recommended the Board approve removing the bad debt line item from the city books of record. He noted this action occurs annually. The debt will remain collectable and continue forward. The City retains a collection service to potentially collect bad debt. The amount of the debt to be removed this period totals \$62,392.93. Alderman Dennis Moody made a motion for approval the Bad Debt Write-Off recommended by the City Treasurer. Alderman Ricky Hammond seconded the motion. The motion passed by full Board vote.

b. Finance Committee Meeting minutes – June 20, 2019 – Chairman Edward Burks

**Finance Committee Meeting
City of Dyersburg
June 20, 2019**

The Finance Committee met at 9:00 a.m. on June 20, 2019 in the City Hall second floor conference room.

Committee Members Present: Chairman Edward Burks, Vanedda Webb, and Mayor John Holden. Dennis Moody.

Other Aldermen/Alderwomen who attended: Willie Cole.

Other Staff attending the meeting included: Steve Anderson, Treasurer, Greg Williams, Purchasing, Sue Teague, Human Resources, Greg Wilson, Solid Waste and Sanitation.

Other attendees included: Brandon Hutcheson, State Gazette.

Chairman Burks called the meeting to order. The committee discussed and finalized capital outlay expenditures that were previously prioritized in the Finance Committee meeting presented before the Board June 17, 2019.

On a motion by Alderwoman Vanedda Webb, and a second from Alderman Dennis Moody, the Committee unanimously approved the 2019-20 budget as presented, including an \$.18 City tax increase for final approval before the full Board at the July 1, 2019 meeting.

Treasurer Steve Anderson will prepare an ordinance for the adoption of the 2019-20 Budget by the full Board, and have the individual budget books available to Board members by the middle of the final week of June 2019.

In non-agenda discussion, Greg Williams asked the Committee if they had made any decision from their review of the proposed revisions to the City of Dyersburg Purchasing Policy manual.

Committee members all agreed the revisions were acceptable. Alderwoman Vanedda Webb motioned to adopt the revisions as presented. Alderman Dennis Moody seconded the motion. The motion passed and will be presented before the full Board. Alderwoman Webb requested Mr. Williams provide updated purchasing information routinely in the Aldermen packets prior to regular Board meetings. A Board resolution supporting the revision adoption will presented to the full Board for approval.

Alderman Edward Burks motioned to adopt the revisions as presented. Alderwoman Vanedda Webb seconded the motion, which was unanimously approved by the Board.

Additionally, Mr. Williams presented a change order for unforeseen asbestos abatement from the abatement project currently underway at Jennie Bell School. The project is scheduled for completion at the end of June 2019, and it was imperative for the daily abatement work to continue in order for the project to complete as scheduled. The change order totaled \$13,550.00.

Funding the change order continues within the budgeted total for the project. The Committee approved the change order with no motion required. In final discussion, Mayor Holden announced:

- A 1:00 p.m. exit interview meeting on Friday June 21, 2019 with the Tennessee Department of Conservation in which all board members are invited to attend. The meeting will be held in the City Hall conference room.

- Reminded the Committee of the scheduled DPD Community Changes Cookout at Future City Recreation Center at 5:00 p.m. on Thursday, June 20, 2019 at 5:00 p.m.

With no further business the meeting adjourned at 9:40 a.m.

c. Public Hearing for approval of 2019/2020 budget on July 1, 2019 – Ordinance BB691 Steve Anderson

Mayor Holden announced that the July 1, 2019 meeting was a call for public hearing for approval of the 2019/2020 Budget. No discussion was presented by the general public. Therefore, on a motion from Alderman Edward Burks and a second from Alderman Dennis Moody, the Board unanimously approved the City Budget for July 1, 2019 to June 30, 2020.

d. Public Hearing – Ordinance BB692 – An ordinance to amend the Dyersburg Municipal Zoning map to rezone a portion of the property at 1600 Hwy 51 By-pass N. from R-1 (low density residential) to B-2 (general trades and services).

Mayor Holden presented the ordinance before the board that was approved for public hearing on July 1, 2019. On a motion by Alderman Dennis Moody, and a second by Alderwoman Mary Claire Hooper, the Board voted to approve the ordinance:

ORDINANCE BB692

AN ORDINANCE AMENDING THE DYERSBURG MUNICIPAL ZONING MAP BY REZONING PROPERTY LOCATED ON U.S. HIGHWAY 51 BYPASS (HARPER HASTINGS PROPERTY) FROM R-1 (LOW DENSITY RESIDENTIAL) DISTRICT TO B-2 (GENERAL TRADE AND SERVICES) DISTRICT.

WHEREAS, pursuant to Tennessee Code Annotated Sections 13-7-201 and 13-7-202 a zoning ordinance and map have been adopted for the City of Dyersburg; and,

WHEREAS, the Dyersburg Municipal-Regional Planning Commission has recommended that the following property be reclassified from its current zoning designation to the proposed zoning designation and,

WHEREAS, a public hearing was held before Dyersburg Board of Mayor and Aldermen pursuant to section 13-7-203, Tennessee Code Annotated, the time and place of which was published with fifteen days advance notice; and,

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF DYERSBURG:

SECTION 1. That the following described property be rezoned to B-2 (General Trade and Services) District:

A portion of Parcel 46.00 on Dyer County Tax Map 88.

PROPERTY DESCRIPTION

Lying and being in the 6th Civil District of Dyer County, Tennessee and being more particularly described as follows:

Beginning at a point in the east right of way margin of U.S. 51 Bypass, said point being at the northwest corner of Hastings & Miller and being the southwest corner of the herein described tract; runs thence with the east right of way margin of U.S. 51 Bypass, North 24 degrees 10 minutes 47 seconds East, a distance of 250.00 feet to the southwest corner of Reasons (DB 090, Pg. 541); runs thence with the south line of Reasons, South 87 degrees 04 minutes 52 seconds East, a distance of 359.10 feet to the upper southwest corner of Armstrong (RB 674, Pg. 450); runs thence across the Hastings & Miller lot, South 02 degrees 51 minutes 29 seconds West, a distance of 231.04 feet to the northwest corner of Lovins (RB 515, Pg. 799) and the northeast corner of Chamblee (RB 798, Pg. 250); runs thence with the north line of Chamblee, North 86 degrees 16 minutes 54 seconds West, a distance of 216.47 feet to the northeast corner of the aforementioned Hastings & Miller property; runs thence with the north line of Hastings & Miller the following calls: North 88 degrees 17 minutes 56 seconds West, a distance of 131.52 feet; South 20 degrees 09 minutes 04 seconds West, a distance of 6.00 feet; North 88 degrees 17 minutes 56 seconds West, a distance of 15.00 feet; North 20 degrees 09 minutes 04 seconds East, a distance of 6.00 feet; North 88 degrees 17 minutes 56 seconds West, a distance of 87.08 feet to the point of beginning, and containing 2.135 acres, more or less.

SECTION 2. BE IT FURTHER ORDAINED that this Ordinance shall become effective immediately upon its passage after third and final reading, **THE PUBLIC WELFARE REQUIRING IT.**

June 17, 2019

Passed First Reading

Mayor

July 1, 2019

Passed Second Reading

City Recorder

e. Fourth of July Update – Chief Steve Isbell, Dyersburg Police Department

Police Chief Steve Isbell came before the Board to review the primary guidelines of the City’s ordinance pertaining to the use and public display of fireworks within the City limits, during the upcoming Independence Day holiday. He discussed the influx of calls the department receives, and the regulations prohibiting the manufacture, sale and discharge of fireworks within the City of Dyersburg. Chief Isbell noted the following statistics in his report:

- From July 3-5, 2015, DPD had 400 calls for service with 67 fireworks-related citations, consisting of 41 adults and 26 juveniles and 145 noise complaints. Of the calls received, DPD made 96 arrests.
- July 1-5, 2016 consisted of 444 calls for service, resulting in 72 arrests with 32 fireworks violations.
- He noted weather played a factor in 2017, resulting in less calls from previous years.
- In 2018, with the holiday falling on Wednesday, Chief Isbell presented numbers from June 29-July 8, there were 837 calls for service, resulting in 66 arrests including 2 weapons seized.

Overall, Chief Isbell asked citizens to observe the ordinance, and allow DPD officers to be in areas of greater safety concerns. He stated that he pleads with the community to help the DPD. Chief Isbell encouraged residents to attend the City of Dyersburg’s fireworks display, which is scheduled to occur Friday, July 5, 2019 at the Dyer County Fairgrounds at dark.

f. Resolution 07012019 – Adoption of a revision of the purchasing policy.

Resolution: 07012019

ADOPTION OF A REVISION OF THE PURCHASING POLCY

WHEREAS, the governing body of the City of Dyersburg recognizes the importance of operating the various departments of the city with responsibility and efficiency, and

WHEREAS, the need has arisen to revise the purchasing policy of the City of Dyersburg, to update the process of the purchasing stream, to reflect the procedures of the updated accounting software.

WHEREAS, this revision also removes the redundant requirement of board approval for purchases that have already been approved through the budget appropriation process.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the City of Dyersburg meeting in regular session on this 1st day of July, 2019, that the revised purchasing policy, dated July 1, 2019, be adopted.

Upon a motion by Alderman Ricky Hammond, and a second by Alderman Wille Cole, the Resolution **07012019**, the Mayor of the City of Dyersburg declares the resolution to be duly adopted and effective from and after this the 1st day of July, 2019.

John Holden, Mayor

Robert C. Jones, City Recorder

g. Bids – Greg Williams – none presented.

Reports from the Aldermen Board:

Alderman James Baltimore: not present.

Alderman Edward Burks: thanked Treasurer Steve Anderson for his work on the budget, as well as, the Finance Committee and Board members for their attendance during the budget discussions.

Alderman Wille Cole: no report.

Alderwoman Meghan Gilbert: no report.

Alderman Ricky Hammond: noted there would be a Recreation Committee meeting following the conclusion of the Board meeting.

Alderwoman Mary Claire Hopper: no report.

Alderman Dennis Moody: no report.

Alderwoman Vanedda Webb: no report.

Communications from the Mayor:

- Announced the City of Dyersburg will be closed July 4, 2019 for observance of Independence Day Holiday. Also, there will be an annual firework display on Friday night at dark, July 5, 2019 at the Dyer County Fairgrounds. The public is invited to attend.

- Code Enforcement report was passed out to board members prior to the meeting. The report, from June 2019, reflected a total of 197 total complaints, including 98 sanitation, 39 motor vehicles, 1 curbside, 1 sub-standard housing, 1 notice of repair, 28 driveway/autos, and 29 others.
- Additionally, Mayor Holden mentioned the CALEA Police Department accreditation begins July 8, 2019 for the DPD.

With no further business, the meeting adjourned at 7:16 p.m.

John Holden, Mayor

Robert C. Jones, City Recorder