

Minutes  
Bluff City Board of Mayor and Aldermen  
Regular Meeting  
December 4, 2018

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

Members present were Eric Ward, Ray Harrington and Richard Bowling.

David Smith was absent and Sandra Madison arrived at approximately 6:05 p.m.

Prayer was given by Alderman Bowling, followed by the Pledge of Allegiance.

Mayor Wells opened the floor for the following:

Discussion / Action – Dave Wilson with Mattern & Craig– City Engineer

City Engineer Dave Wilson was present to give updates on the USDA Rural Development Grant / Loan Project. Mr Wilson stated that we are in the middle of Contract 2 which we have processed 4 payments to date and the work completed is approximately \$765,000 of the 1.8 Million dollar project. We do anticipate processing an additional payment and to have a status/ progress meeting number 5 on December 11 at 1:00 p.m. The contractors will be there and they will talk about their progress. Mr Wilson stated that the contractor maintains that they are on schedule to complete in May.

Mr Wilson stated that on contract 3, which is the Water Treatment Plant Work, he plans to give the preliminary engineering report to Lewis Trivett on Tuesday.

Mr Wilson reported that the third item is the ongoing filter media project that was approved in the amount of \$53,000.00. The contractor has been given the award and the notice to proceed. They anticipate on starting the project by January 14<sup>th</sup> and should be completed by the end of February.

Alderman Bowling asked if everything else was on schedule. Mr Wilson stated yes on contract 2.

Citizen Comments – First Session

Don Weaver of 4336 Bluff City Hwy. C-1, stated that he would like to talk about the police cars. Mr Weaver stated that in the budget they have one car each year of 2018 and 2019 and we have 3 or 4 cars that we put up on the hill. Mr Weaver stated that we cannot operate with the 2 cars we have.

Carol Keith of 305 Lakeview Circle stated that the police officers jobs are very important and we need to take care of the people that are trying to take care of us. Mrs Keith voiced concern about

an additional charge for leaf pickup and Mayor Wells stated that it is for brush and it is for more than one pickup per month. Mrs Keith voiced concern about the cost of water bills. Mayor Wells stated that we have to go by what Nashville says.

David Harmon of 200 Holston Drive asked if the water plant was up and working now. Plant Operator Jon Oliver stated no they are still having issues with the media on the other train. Mr Harmon asked how long it was going to be. City Engineer Wilson stated that this was the 3rd project they were talking about which should be completed by the end of February.

Mayor Wells asked City Attorney Paul Frye if there was anything he would like to say about the Water and Sewer Fund and the General Fund. Mr Frye stated that the Water / Sewer Fund has to pay for itself and you can't commingle the funds. City Recorder / CMFO Sharon Greene stated that you have to have enough income to pay for the expenses.

#### Discussion / Action – Minutes

Minutes for the October 2, 2018 regular meeting were approved with a motion by Alderman Bowling. Second by Vice Mayor Harrington. Vote was as follows: Alderwoman Madison – No, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

Minutes for the November 2, 2018 Special Called Meeting were approved with a motion by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderwoman Madison – No, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

Minutes for the November 13, 2018 Special Called Meeting were approved with a motion by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderwoman Madison – No, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

#### Discussion / Action – First Reading – Ordinance 2018-010

City Attorney Paul Frye read the ordinance which amends Section 12-401 – The Bluff City Municipal Code Dealing with Standard Building Codes. Mr Frye explained that this is something we have to do every so often according to State law. Motion to approve on First Reading was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderwoman Madison – No, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

#### Discussion / Action – First Reading – Ordinance 2018-011

City Attorney Paul Frye read the ordinance which is an update to the Property Maintenance Code.

Motion to approve was made by Alderman Bowling. Second by Vice Mayor Harrington. Vote was as follows: Alderwoman Madison – Yes, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

Discussion / Action – First Reading – Ordinance 2018-012

City Attorney Paul Frye read the ordinance which amends Section 12-102 of the Bluff City Municipal Code dealing with Building Permit Fees to meet the State building permit fees. Motion to approve on First Reading was made by Alderman Bowling. Second by Vice Mayor Harrington. Vote was as follows: Alderwoman Madison – No, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes

Discussion / Action – First Reading- Ordinance 2018-013

City Attorney Paul Frye read the ordinance which repeals Ordinance 2016-003 dealing with the closing of City Hall on Election Day. Vice Mayor Harrington asked if this included Public Works as well. Mayor Wells stated it was not included but she feels that it needs to be included. City Attorney Paul Frye stated that it closes everything except on call personnel. Motion to approve on First Reading was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderwoman Madison – Yes, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

Report from Mayor / City Manager

Mayor Wells reminded everyone that the Christmas Parade was on Saturday with lineup at 4:00 and the parade starts at 5:00 p.m.

Mayor Wells reported that she had handed out a letter from Sullivan County Election Commission explaining when you could fill out your petitions to run for election in May. The first day is December 26, 2018 and the last day to file is noon on February 21, 2019. The 3 positions are for alderman. Seats currently held by David Smith, Sandra Madison and Eric Ward. The deadline to register to vote is April 22<sup>nd</sup> and early voting starts May 1<sup>st</sup> thru May 16<sup>th</sup>.

Report from City Attorney Paul Frye

Mr Frye reported that he had collected a little over \$3,000.00 in delinquent taxes this month. Mr Frye wished everyone a Merry Christmas.

Discussion / Action – Financial Report- Sharon Greene – City Recorder / CMFO

Ms Greene reported the following fund balances as of October 31, 2018: General Fund- \$1,427,262.00, Sanitation Fund- \$18,187.00, Special Police Fund - \$13,301.00, Debt Service Fund- \$105,791.00, Sinking Fund - \$3,095.00, Water/Sewer Fund - \$693,019.00. Motion to approve the financial report was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderwoman Madison – Yes, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

Ms Greene reported that she had received notice that the City had 4 counterfeit checks presented to Regions Bank on the General Fund. One was presented on November 13<sup>th</sup> for \$3,000.00, one on November 15<sup>th</sup> for \$2,000.00, one on November 26<sup>th</sup> for \$3,000.00 and one presented today for \$3,000.00. Ms Greene stated that they were presented for payment and the first 2 got thru, but they have signed the affidavit for those two and David Bell with Regions Bank stated that it would be put back into our account. The one on November 26<sup>th</sup> they called me that morning and I verified that was not our check and they put the money back into the bank and returned it and did not pay it and the one today also. Ms Greene stated that each morning since they caught them they email me each morning the checks that were presented to the bank and I have to verify them before they are paid. Ms Greene stated that they need to make the decision to close that account and open a new one. The account will still be open but it will be on called Positive Pay which is what they have been doing the past few days. It will take up to 30 days to get all of our state people who draft out our 941 taxes and sales tax to be notified of our new account.

Motion to close the Bluff City General Fund account at Regions Bank and open a new one was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderwoman Madison – Yes, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

#### Comments from Board Members

Alderwoman Madison thanked everyone for coming and wished them a Merry Christmas.

Alderman Ward thanked everyone for coming and told everyone to drive safe.

Vice Mayor Harrington thanked everyone for coming out and wished everybody a Merry Christmas.

Alderman Bowling thanked everyone for coming and he wished they had standing room only, and wished everyone a Merry Christmas and Happy New Year.

Report from Chief of Police – Greg Depew

Chief Depew commented on the statement about the 3 cars at the garage. Mr Depew stated that he is not blaming or pointing fingers and it is not something that occurred overnight. One of the cars is 2008 and 2 are 2012 models. It is not lack of service or abuse of cars and if you research these cars the problems are with all those cars. The cheapest estimate is \$5,000.00. Vice Mayor Harrington stated that since they were already in the process of getting one cruiser in March, could it be possible to set up payments on a second one and use the Special Police Fund to pay on it until it goes into the new budget year. City Recorder/CMFO Sharon Greene stated that they could look into borrowing the money for 2 instead of 1. Mr Harrington stated that they have budgeted for 1 and 1 in the next coming year but if we could make payments on it and got 2 at one time and then kick in July for the second one as far as the budget. Ms Greene stated that we can't use the Special Police Fund for that as it is for drug related. Chief Depew asked if they might want to sale those cars to see what they can get for them.

Motion to get quotes on financing 2 new cruisers was made by Alderman Bowling. Second by Vice Mayor Harrington. Vote was as follows: Alderwoman Madison – Yes, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

Motion to sale the 3 old cruisers and use the proceeds to help pay on the new cars was made by Vice Mayor Harrington. Second by Alderman Bowling. Vote was as follows: Alderwoman Madison – Yes, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes.

Chief Depew reported that they had filled the vacancy in the department with Tyler Johnson.

Chief Depew presented the monthly report for November, 2018 –SEE ATTACHED

Chief Depew reported that they had been chosen to be Agency of the Year from the Governors Highway Safety Program in reference to giving out children's car seats.

Alderman Bowling asked if the Police Department was doing the toy drive this year. Chief Depew stated they are.

Report form Public Works Supervisor – Allen Moultrie

Mr Moultrie presented the monthly report for November. SEE ATTACHED

Mr Moultrie reported that the sewer pump stations are working well with no issues. Due to the current project leaks have been found and fixed which has reduced infiltration into the sewer system.

Mr Moultrie reported that they will now be picking up brush and leaves on Wednesday and Thursday.

Report from Water Plant Operator – Jon Oliver

Mr Oliver reported that in October and November they have repaired 12 water leaks and installed needed parts into the water plant. Hopefully once they get the new media we will have everything ready and be able to run the plant.

Report from Sullivan County Commissioner – Hershhal Glover

Mr Glover reported that he had presented the board with the County Commission's schedule for the month. Mr Glover explained that the meeting that was scheduled for tonight has been moved to next Monday Night which is Administrative Committee. Mr Glover discussed the sewer line for the new Middle School. Mr Glover stated that they would be interested in any suggestions the board or citizens had about the future of the Bluff City Middle School Building. Mayor Wells stated we need that building because we are overrun on the city hall building and don't have storage and we need the building and hope that you will support it. Mr Glover asked what her plans would be for that building. Mayor Wells stated we talked about being able to use the gym and use part of the Middle School for the Police Department and more storage, along with renting some of the building to raise money. Mr Glover stated that he would like to see a business or a career technical school for kids that don't want to go to college but want to learn a trade. Mr Glover voiced concern about the possibility of losing the elementary school in the future. Mr Glover asked that the board review papers about the sewer agreement that is in their packets.

Old Business – None

New Business-None

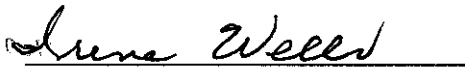
Citizen Comments – Second Session

Brian Hunt of 191 Lakeview Drive stated that this is the first time he has ever heard the board have a discussion about doing something in regards to the Police Department. Mr Hunt stated all we ever see is amendments people vote on and where does this discussion take place. Vice Mayor Harrington stated we get our packets ahead of time and look over it and make our own decisions beforehand. Mayor Wells stated that they have discussions about the budget and the board has opportunities to discuss it. Mr Hunt asked about the ordinance about the building codes. City Attorney Paul Frye stated you have to update it so often. Mr Hunt asked if Bluff City had a code enforcement officer and Mayor Wells stated yes we are working with Elizabethton right now. Mr

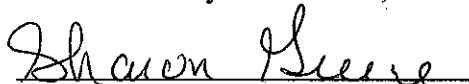
Hunt asked if the update to building permit fees was according to the state. City Attorney Paul Frye stated we did not have to up them according to the state they are in line with what the state charges. After we update this code we will be able to do our own inspections on residential and this is what people are paying now because the state is doing it. Mr Hunt asked doesn't every city set their own permit fees. Mr Frye stated yes.

Carol Keith 305 Lakeview Circle wished everyone a Merry Christmas and thanked Mr. Frye and Sharon Greene. Mrs Keith thanked the police department for working with children with disabilities. The police department worked with her nephew who is autistic, to help with his school project and he made an A. Mrs Keith stated that when she built her garage, Mayor Wells told Sandy to tell me that I had to get Ronda Sawyer from Johnson City to inspect. She came to inspect it and approved everything and that I did not have to pay anything. Mrs Keith stated that she is starting to enclose her deck and asked if she had to pay something. Mrs Keith voiced concern about paying for permits to fix up homes.

With no other business a motion to adjourn was made by Vice Mayor Harrington. Second by Alderwoman Madison. Vote was as follows: Alderwoman Madison – Yes, Alderman Ward – Yes, Vice Mayor Harrington – Yes. Alderman Bowling – Yes. Meeting adjourned at 7:13 p.m.

  
Irene Wells, Mayor / City Manager

Attest this 4<sup>th</sup> day of December, 2018

  
Sharon Greene, City Recorder/CMFO



**Bluff City Police Department**



MONTHLY REPORT  
2018                      november  
\_\_\_\_\_  
Year                      Month

<b>NUMBER OF:</b>	<b>CITY</b>	<b>PINEY</b>	<b>COUNTY</b>	<b>TOTAL</b>
CALLS FOR ASSISTANT(S)	110	124	0	234
ISSUED CITATION(S)	42	29	0	71
WARNING CITATION(S)	25	17	0	42
PATROLED MILE(S)	1908	1602	0	3510
ARREST(S)	7	5	0	12
OFFENSE REPORT(S)	6	5	0	11
ALARM(S)	5	7	3	15
ACCIDENT(S)	5	6	0	11
ANIMAL CALL(S)	3	0	0	3
MSD REPORT(S)	7	6	0	13
FUNERAL ESCORT(S)	1	1	0	2
DOMESTIC ASSAULT(S)	1	0	0	1
VEHICLE SEIZURE(S)	1	0	0	1
MISSING PERSON(S)	0	0	0	0
D.U.I.(S)	0	0	0	0
DRUG VIOLATION(S)	1	2	0	3
USE OF FORCE REPORT(S)	0	0	0	0

approved by: \_\_\_\_\_

11/30/2018



# **CITY OF BLUFF CITY**

## **Department Of Public Works Board of Mayor and Alderman Monthly Report for November 2018**

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### **Sewer Department:**

The sewer pump stations are operating well, with there being no issues regarding the pumps. The staff has been working hard flushing sewer line throughout the system. Since the start of phase 2 project, numerous leaks have been discovered and repaired, resulting in less infiltration into the sewer system. Overall progress has been made throughout the system; but there is still more work that needs to be done. For example, we still have some homeowners that don't have their guttering removed from the system or has not proven where there guttering runs too. In the future if you are unable to prove where your storm guttering discharges to, the city may be inclined to remove the defect.

### **Street Department:**

The staff has been working hard trying to keep up with the leaf and brush pick up all around town. The city will begin picking up leaves on Wednesdays and Thursdays. Priority of leaf pick up will be based off of work orders turned in, so if you have leaves out and no one picks it up right away it's because work orders are prioritized over non work order. As the winter season gets into full swing we ask those who park their vehicles along the road way to park vehicles well off of the road to allow for safe snow plowing and salt spreading.

If you have any questions, please give me a call 612-4145. Thank you.

Allen Moultrie  
Public Works Supervisor

# City of Bluff City

## WATER REPORT

November 2018

We repaired 12 leaks in October and November, and installed loss of head gauges at plant.

Jon Oliver

Water Plant Operator