

Minutes  
Regular Meeting  
February 7, 2023

Mayor Broyles called the meeting to order at 6:00 pm

Members present were Julie Venable, Sandra Madison, Carol Keith, Heather Moritz and Ben Adams

Prayer was given by Mayor Jeff Broyles

Police Chief Greg Depew lead the Pledge of Allegiance

Mayor Broyles opened the floor for the following:

Recognition of Distinguished Visitors

Mayor Broyles thanked everyone for their attendance

Discussion / Action: Meeting Minutes for November 1, 2022 and January 3, 2023

Vice Mayor Keith asked if the ones for November 1<sup>st</sup> were still the same. Mayor Broyles stated yes. We did review the minutes and listened to the recording. Mayor Broyles stated according to Section 8 of our Charter, at some point we must approve a set of minutes for November. Mrs Keith stated I understand that but I don't agree with that. Mayor Broyles stated would you all like to go through and mark what you do not approve of. Vice Mayor Keith stated for me the part of the City Manager funds we thought we could not afford one and then found out that we could. Mayor Broyles asked do you feel like this was improperly recorded? Vice Mayor Keith stated yes. Mrs Keith stated it was recorded as what you said, it just wasn't true. We found out that we did have money when we thought we didn't. Mayor Broyles stated all we are doing is affirming that what the Municipal Clerk heard on the audio is transferred here. Mrs Keith stated right. We are not saying whether we agree or disagree, we are just saying what was on that report(sentence interrupted) Mrs Keith stated I understand what you are saying. Mrs Keith stated that will be documented then. I want it to go as I'm not agreeing to something that I found out isn't true because we thought we did not have any money and then we found out that we do have money. Alderwoman Moritz stated I think the minutes are from what we actually said and it was different from what they said. Vice Mayor Keith stated I want it to go on record what I said. That caused a big confusion. Mayor Broyles stated I affirm and if you would like to do that right now during this meeting. The Vice Mayor is going on record with the following: Mrs Keith stated when we had this meeting we was told per say, that we really couldn't afford a City Manager per say. Then we found out that that was not true. Let that go on record. Mayor Broyles stated that statement is now being placed in a record and will be recorded in this meeting by the Municipal Clerk. Mayor Broyles stated with that said, the minutes for November 1<sup>st</sup> are true and factually to the recording. The Vice Mayor has gone on record during this meeting and made a public statement. Are we inclined to approve these minutes as recorded. Motion to approve the November 1<sup>st</sup>, 2022 minutes was made by Alderman Adams. Second by Alderwoman Moritz. Vote went as follows Alderwoman Venable – Yes, Alderwoman Madison – No, Vice Mayor Keith – Yes, Alderwoman Moritz – Yes and Alderman Adams – Yes. Motion carried.

Minutes for meeting on January 3, 2023

Motion to approve was made by Vice Mayor Keith. Second by Alderwoman Venable. Vote went as follows: Alderwoman Venable – Yes, Alderwoman Madison – Yes, Vice Mayor Keith – Yes, Alderwoman Moritz – Yes and Alderman Adams – Abstained due to being absent. Motion carried.

Public Comments

Mayor Broyles asked Calvin Clifton with Mattern & Craig to brief the Board on the current status of projects. Mr Clifton stated the Main Street water line is about 99% complete. There is cleanup to do and the contractor will be doing that. The Garage Pump Station forced main is about 90% complete. The Railroad Street Sewer is about to begin. The contractor expects that to take a couple of day to complete. Two grant applications (ARPA Funds) were filed to the Development District, One was for the Water Treatment Plant Improvements and it was rewarded to the town. We have not heard anything on the other grant application yet. There is also an application filed through TDEC with the Development District to complete an asset management plan for the water and sewer systems. This is taking your systems and identifying what is out there and their condition.

Jerry Malone thanked the Board for their donation to the museum. Mr Malone invited everyone to visit the museum.

Discussion / Action – Annual External Audit Report from Rodefer Moss

Copies are available at City Hall

Curtis with Rodefer Moss presented the audit findings. He stated on page 56 we have no prior audit findings and no compliance prior audit findings. All things look as they should. I can't tell you what kind of improvement has occurred over this past 5 or 6 years. I think originally, we were in the 20 something findings done to none. He directed them to pages 4 and 5 and said you will find our opinion and there is a slight change in how that opinion reads. It is worded as it is unmodified, which is a clean opinion. That means that we believe these financial statements do represent what has occurred in the Municipality in the past year. We had no reason to make drastic changes. On page 14 you will see at the end of the year you have a total net position 7.6 million dollars. Approximately 3 million of that is unrestricted and 2.4 of that is unrestricted for the General Fund. Curtis continued explaining different sections of the report. Alderwoman Keith asked what he meant by unrestricted funds. Curtis said that means there is no other purpose they must be spent for. Mayor Broyles stated when you enjoy a second audit with no findings, someone made that happen. That credit goes to Former Mayor Wells and Sharon Greene for excellence in financial management. Curtis said it does not happen by accident. Mayor Broyles thanked him for an excellent job by his firm. Motion to approve the audit was made by Alderman Adams. Second by Alderwoman Moritz. Vote went as follows: Alderwoman Venable – Yes,

Alderman Madison – Yes, Vice Mayor Keith – Yes, Alderman Moritz – Yes and Alderman Adams – Yes. Motion carried.

#### Report from the Mayor and Town Manager

Mayor Broyles stated I am very pleased with the performance of our departments. The Public Works department is doing an excellent job in several areas in a lot of winter time activities. The Water Treatment Plant is running great. Maintenance projects are going well and we are taking care of our citizens. Chief Depew in his department is at full staff and full speed. They are training hard. They will be meeting with the Watson RMS system (ticket writing system) representatives on February 22<sup>nd</sup> so we can begin the integration into the program. Finance and Administration, Sharon Greene and her team are killing it as usual. Customer service is excellent. Mayor Broyles stated you just heard a NO FINDINGS AUDIT for the second year in a row. Sharon leads that effort but it takes everybody to make things work.

Mayor Broyles stated I think our citizens are the proudest folks in the world to be from a little town. When I talk to them there is not a lot of negativity, everybody likes living in Bluff City. I appreciate the opportunity that the citizens have given me to serve as Mayor, but likewise I appreciate the opportunity the Board has given me to serve as our towns Manager and Leader each day.

#### Report from Town Attorney – J. Paul Frye

Mr Frye reported that he had collected approximately \$2,500.00 in delinquent taxes this month.

#### Discussion / Action: Financial Report – Sharon Greene, CMFO

Mrs Greene reported the following fund balances as of December 31, 2022: General Fund - \$2,450,630.00, Sanitation Fund - \$20,717.00, Special Police Fund - \$4,807.00, Debt Service Fund - \$135,039.00, Sinking Fund - \$3,094.00, Water / Sewer Fund - \$873,539.00. Motion to approve was made by Alderman Adams. Second by Alderman Moritz. Vote went as follows: Alderman Venable – Yes, Alderman Madison – Yes, Vice Mayor Keith – Yes, Alderman Moritz – Yes and Alderman Adams – Abstained due to being absent. Motion carried.

#### Report from Chief of Police – Greg Depew

Chief Depew presented the monthly report for January, 2023 (SEE ATTACHED)

Chief Depew stated we are full speed ahead on our Watson stuff and thanks to everyone who played a roll in that. We are ahead of where I thought we would be.

Report from Public Works Supervisor – Allen Moultrie

Mr Moultrie presented the monthly report. (SEE ATTACHED)

Mr Moultrie stated the Water Plant is operating normally. The Water Plant was down for a total of 3 days and 4 hours due to high turbidity during the rain events we had. We are continuing to repair leaks. The sewer department is operating well with no overflows. We ask that customers do not flush wipes as they get caught in the pumps at the sewer pump stations. The men are working hard to maintain brush pick up.

Mayor Broyles stated this is an excellent report. The Mayor and Board members thanked Allen for the good job they are doing.

Report from Finance and Administration - Sharon Greene – CMFO

Ms Greene reported that we would be receiving new computers on February 21<sup>st</sup>. Ms Greene stated I am having a conference with the software tomorrow to see how we get started on that once the hardware is installed. Mayor Broyles thanked Ms Greene, stating she is wrestling a bear right now with these hardware and software upgrades, doing business simultaneously. It's not like we can say we are shut down for 5 days, we are doing all of it at the same time. That speaks volumes about her staff.

Report from Sullivan County Commissioners – None Present

Aldermen Comments

Alderwoman Venable asked if we recorded workshop meetings or special called meeting. Mayor Broyles stated we do the Special Called meetings but not the workshops. Ms Venable stated I think we should record everything because sometimes we don't remember everything, even if we said it ourself.

Alderwoman Madison thanked everyone for coming.

Vice Mayor Keith thanked everybody for coming and stated I will continue to be a true honest voice for the people. Mrs Keith stated Mayor you had a hand in the audit too, so I thank everybody.

Alderwoman Moritz stated I want everybody to have a safe trip home, have a good night and thank you for coming.

Alderman Adams thanked everyone for coming out. I appreciate you being involved and listening to everything. We are doing great. I apologize for being absent. We have had family illness. I should be back to regular attendance here on out.

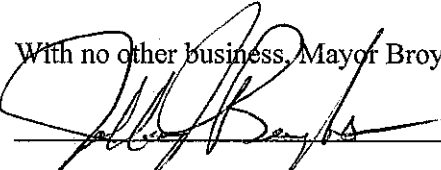
Old Business – None

New Business

Vice Mayor Keith stated there has been a citizen talking about the comments and the way we used to do it, where we would have one 3 minutes at the beginning and another 3 minutes at the end. Mrs Keith asked if it would be possible to do that. City Attorney Paul Frye stated they would have to draw up an ordinance. Mrs Keith stated what Julie was talking about, the video and audio, some people can't come to the meetings and they need to know what is going on. Mayor Broyles stated that is a decision of the Board. City Attorney Paul Frye asked for clarification on the ordinance. Mr Frye asked where they wanted to put the second. Board members agreed to put it between the Sullivan County Commissioners report and Aldermen Comments.

Alderswoman Venable asked about some paperwork they had been given from Bristol Tennessee. Mayor Broyles stated every year the City of Bristol re-evaluates the rate that we pay to pump sewer to them. It happens every year. I sent you last year's increase and the current years increase. This year's increase will not be affective until July. This shows that we will be paying Bristol 6% more than we are now. Mrs Venable stated I have just never seen it before. Mayor Broyles stated I am trying to share a lot more with you than you may have seen in the past. This is something we will do at budget time to cover that.

With no other business, Mayor Broyles adjourned the meeting at 6:43 pm

  
Jeff Broyles, Mayor / City Manager

Attest this 7<sup>th</sup> day of February, 2023

  
Sharon Greene, Recorder / CMFO



**Bluff City Police Department**  
MONTHLY REPORT



2023      January  
Year      Month

NUMBER OF:	CITY	PINEY	COUNTY	TOTAL
CALLS FOR ASSISTANT(S)	95	110		205
ISSUED CITATION(S)	105	168		273
WARNING CITATION(S)	62	58	0	120
PATROLED MILE(S)	2385	3660	0	6045
ARREST(S)	18	19	0	37
OFFENSE REPORT(S)	11	17	0	28
ALARM(S)	5	5	3	13
ACCIDENTS	5	3	0	8
ANIMAL CALL(S)	2	0	0	2
MSD REPORT(S)	15	17	0	32
FUNERAL ESCORT(S)	2	1	0	3
DOMESTIC ASSAULT(S)	1	0	0	1
VEHICLE SEIZURE(S)	0	0	0	0
MISSING PERSON(S)	0	0	0	0
D.U.I.(S)	0	0	0	0
DRUG VIOLATION(S)	1	0	0	1
USE OF FORCE REPORT(S)	0	0	0	0

Approved by: Chief Depew

2/1/2023

# **CITY OF BLUFF CITY**

## **Water Plant & Distribution System**

### **Board of Mayor and Alderman Monthly Report for January 2023**

#### **Water Plant:**

The Water plant is operating normally pumping an average of 223 thousand gallons per day. Our water tank level was at an average of 43.8 feet with 60 feet being full. Water plant was down for a total of 3 days and 4 hrs. The cause of water plant being down was due to high turbidity levels during rain event.

#### **Distribution System:**

We are continuing to repair leaks in our distribution system as they show. Most of our findings remain to be those coming from old galvanized service lines. As we find these lines we are trying to replace as much as we can in house.

#### **Sewer Department:**

Sewer Department is operating well with there being no overflows in the month of January. We are still pulling excess amounts of wipes from the pumps at the Igloo pump station. We do ask that you refrain from flushing wipes, because they get wrapped around the pumps impellers and make them less efficient, leading to greater chance of overflows.

#### **Streets Department:**

City workers are working hard maintaining the brush pickup throughout town. Our designated day for brush pick up is on Wednesday and Thursday, with work orders being top priority.

If you have any questions please call City Hall at 538-7144. Thank you.

Allen Moultrie  
Public Work Supervisor