

MINUTES
OF THE
BOARD OF MAYOR AND ALDERMEN

January 13, 2022

The Board of Mayor and Aldermen of the City of Henderson, Tennessee met in regular session on Thursday, January 13, 2022 at 7:00 P.M. in the Council Chamber of the City of Henderson City Hall. Present and presiding was Mayor Robert W. (Bobby) King. City Recorder Jim E. Garland called the roll with the following being present:

Aldermen: Mark A. Barber, Donna R. Butler, Buel Maness, Michael Phelps, and
Keith Smith.

Absent: Jason Rhodes

Also present at the meeting were: City Recorder Jim E. Garland, City Attorney Jerry Spore, Police Chief Gary Davidson, Building Official Brent Beshires, Public Works Director Carter Scales, Deputy Fire Chief Kevin Roeder, Utility Director Darryl Green and Assistant CMFO Alicia Holder.

Mayor King called the meeting to order at the appointed time. Alderman Smith gave the invocation and Alderman Maness led the Pledge to the Flag. The following proceedings were entered here-to-wit:

The minutes of the previous regular meeting were presented for approval. A motion was made by Ald. Barber to accept the minutes with the clarification to Chief Davidson's statement, duly 2nd by Ald. Smith. Motion carried.

The accumulated accounts were presented for informational purposes. Ald. Butler referred to page B2, line item 67, payment to SkyCop, Inc. and asked for clarification on the upgrade for live viewing. Chief Davidson responded that the previous police chief had installed the cameras but the police department could not monitor the camera without actually pulling the camera down. SkyCop converted the camera to use a SIMS card so which allows live monitoring from the camera. Ald. Butler then asked if the new police car had been wrapped and equipped. He responded that they were working on it. There being no further questions on the accounts, the meeting continued.

The next item on the agenda was a call for delegations to address the board. There being no delegations, the board proceeded with the regular agenda items. Mayor King recognized the Leadership group that was in attendance and welcomed them to the meeting.

The first item on the agenda was to hear a report from Matt Wood, CPA of ATA, Inc. on the June 30, 2021 Audit Report. Board members had been presented a copy of the audit prior to the meeting thus allowing the opportunity for review. Mr. Wood reviewed several pages of the report and reported that no deficiencies had been found regarding internal controls. He stated that the city was in good financial condition. At the end of his presentation, he stated that the General Fund Budget to statement had no department or function over budget and this speaks to the maintenance of the budgets. He was pleased with that.

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The budget year revenue and expenditures had the following effects on the governmental fund balances:

Fund	Increase (Decrease)	Ending Balance
General Fund	\$643,240	\$2,856,552
Drug Fund	\$1,169	\$18,708
State Street Aid	(\$19,070)	\$121,346
Sanitation Fund	(\$97,511)	\$107,609
General Debt Service Fund	\$104,636	\$204,443

The Utility Department posted the following net income (loss) for the year:

Water Department	\$162,051
Sewer Department	\$35,325
Gas Department	\$530,697

There were no questions and Mr. Wood was thanked for his presentation and service.

Mayor King noted that there had not been an audit finding since 2013 and was proud of that as we all should be.

The next item on the agenda was to discuss and consider approval of additional sections of the Fire Department Standard Operating Procedures (SOP), Deputy Chief Roeder stated that there were three (3) SOP's to be approved this evening and this is the last ones until next year's review. 1) Emergency Scene Communications/ICS, 2) Fire Scene Operations (Structural) and 3) Infectious Control/Bloodborne Pathogens. Ald. Butler asked for a recap of what had changed from the previous SOP's and Deputy Chief Roeder stated that these are all new SOP's and they had been reviewed by MTAS. A motion was made by Ald. Barber to approve the three (3) SOP's as presented, duly 2nd by Ald. Phelps. Motion carried.

The next item on the agenda was to discuss and approve the plan to perform final closure and abandon Water Well #5. UD Green stated that this well is across the street from the water plant. This well was kept to do monitoring for the old service station which had been leaking gasoline into the ground. There is a strict set of regulations and procedures to abandon a well. To have the pump removed and everything take out like it never existed would cost \$12,060. Once complete, the fence will be removed and no one will know it was there. A motion was made by Ald. Butler to move forward to get this completed, duly 2nd by Ald. Maness. Motion carried.

The next item on the agenda was discuss the sewer main issue at Paul Gray Hall on the corner of East Main & White Ave. UD Green stated that when Paul Gray Hall was built, it was built over an 8-inch wastewater line that drains several streets behind the Church of Christ. They looked at the integrity of the pipe and found here a couple cracks. He had JEA run a camera thru the pipes and found that they were in fairly good shape for the age. To fix the issue there are two options: 1) replace the line and set another man hole or 2) repair the two spots with a liner. To replace the line will cost \$34,000 and to line the pipes will cost \$32,000 but no major digging will need to be done. Ald. Maness asked UD Green if he thought a liner would be ok and UD Green stated that he thought it would be. A motion was made by Ald. Smith to approve the liner option

and authorize UD Green to get bids on the project to get moving as soon as possible, duly 2nd by Ald. Butler. Motion carried.

The next item on the agenda was to commend the Water Plant Staff for the perfect score of 100% on a recent Sanitary Survey by TDEC. UD Green stated that every two years an inspector comes thru to ensure compliance regarding the source of supply, maintenance, records, working program, backflow, training and maintenance. They did a pretty comprehensive review and determined that there were no deficiencies.

Ald. Butler asked UD Green about the engineer for the sewer extension of the hotel. He stated that the engineer was hired and is supposed to be here next week. She then asked if the equipment that was approved to purchase last month had been purchased. UD Green stated that it has been purchased and is up and running.

Ald. Smith asked UD Green if once the well was closed – are we done with it. UD Green stated that we are done.

Any other business:

Police Chief Davidson stated that the shop with cop was successful and they provided Christmas for 38 kids in partnership with the Sheriff's department.

Deputy Fire Chief Roeder stated that they were asking for a CDBG Grant with a 15% match to purchase a new fire truck. This was actually talked about last meeting and a public hearing is the next step and will be in the February meeting.

PWD Scales stated that the paving company will be back in the spring to complete last year's paving that they could not get to and this year's paving.

Recorder Garland stated that the Park Board would be meeting on Tuesday, January 18th with Jonie Baily with A2H who will review process of the master plan. After that meeting a public meeting will need to happen.

Asst CMFO Holder thanked Leah Puente and the rest of her team for all the work they had completed for the Utility Billing System Upgrade. This has been a difficult process and she was thankful for their assistance and patience.

Ald. Barber welcomed the Leadership class and strongly encouraged everyone to go thru the program if they had an opportunity. He also congratulated the teams for a good audit.

Ald. Smith echoed what Ald. Barber stated and also commended the police department for the Shop with a Cop success.

Ald. Smith stated to Recorder Garland that we were in the hole with the gas department for \$337,000 and asked if we were cutting it close. Recorder Garland stated that this year we are further behind and normally this time of the year we break even.

Ald. Butler echoed everything that Barber and Smith stated.

Mr. Flowers stated that this Mayor and Board of Alderman was doing a spectacular job in running the city.

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There being no other business, motion was made by Ald. Barber to adjourn, duly 2nd by Ald. Butler. Motion carried.

Signed: Robert W. King

APPROVED: _____

MAYOR

Signed: Jim E. Garland

ATTEST: _____, CITY RECORDER