

MINUTES
OF THE
BOARD OF MAYOR AND ALDERMEN
MAY 12, 2016

The Board of Mayor and Aldermen of the City of Henderson, Tennessee met in regular session on Thursday, May 12, 2016 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. Recorder Garland called the roll with the following being present:

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

Absent: None.

There also present at the meeting were: City Attorney Jerry Spore, City Recorder Jim E. Garland, Assistant Police Chief Leon Johnson, Public Works Director Carter Scales, Fire Chief Glenn Bryan, Building Official Brent Beshires and Utility Director Darryl Green.

Mayor King called the meeting to order at the appointed time. Alderman Mark Barber gave the invocation and Alderman Keith Smith 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. Recorder Garland stated that it had been brought to his attention that on page 3 the word Ordinance should have been Resolution. With no other corrections to the minutes, motion was made by Ald. Smith, duly 2nd by Ald. Barber to approve the minutes as presented. Motion carried.

The accumulated accounts were presented for informational purposes. Ald. Barber questioned the payment to Neel-Schaffer. Recorder Garland explained that this was work on the environmental documents that had to be submitted on the additional lights being installed at the top of the ramps at the SR100/US 45 intersection. Ald. Smith questioned the bill for mowing of the cemetery and when it was mowed. Recorder Garland or PWD Scales could not tell Ald. Smith when the four mowings were completed, that were on the paid invoice. PWD Scales stated that the cemetery is mowed at least every 10 days. Ald. Smith felt that the cemetery did not look as well as it could have on Mother's Day. There being no other questions on the accounts, the meeting continued.

Mayor King asked if anyone wished to address the board. There being none, the meeting continued.

Bids were recently received for roof work at city hall. Jev Vaughan from Vaughan Associates Architects (VAA) was hired to handle the specifications and bidding for the re-roofing project. Two bids were received on the project and they are as follows: Base Bid #1 was just a repair job, Base Bid #2 was to re-roof over the existing room with a hot asphalt roof, Base Bid #3

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was a complete tear off and re-roof, Base Bid #4 was to tear off and replace the shingle areas. The unit pricing is in case extra areas had to be torn off due to water saturation.

	<u>Frazier Roofing</u>	<u>Matlock Roofing</u>
Base Bid #1	51,490	No Bid
Base Bid #2	92,219	58,885
Base Bid #3	148,121	107,425
Base Bid #4	20,679	5,300
Unit Price #1 1 ½” Poly Ins	2.50 sq ft	2.25 sq ft
Unit Price #2 Repair Roof	10.00 sq ft	1.50 sq ft
Duration	90 Days	30 Days

In layman’s terms, Base Bid #1 was just a repair job, Base Bid #2 was to re-roof over the existing roof with a hot asphalt roof, Base Bid #3 was a complete tear off and re-roof, Base Bid #4 was to tear off and replace the shingle areas. The unit pricing is in case extra areas had to be torn off due to water saturation.

Mr. Vaughan submitted a letter recommending the low bidder of Matlock Roofing stating: “Their bid of \$58,885.00 for the hot-asphalt roof-over the existing conditions will provide a twelve (12) year warranty when completed. Their additional bid of \$5,300.00 for tearing off and re-shingling the two pitched roofs will provide for a minimum 10 year warranty. Repair of the flashings and trim is included, as well as re-finishing the EIFS Finish on the pitched roof and replacing the wood stand-offs under the gas piping with plastic stand-offs. The total Base Bid amount for this work is \$64,185.00. They indicate a duration of thirty (30) calendar days to complete the work.”

After due discussion by the board, motion was made by Ald. Butler, duly 2nd by Ald. Farris to accepted the low bid of Matlock Roofing on Base Bid #2 and Base Bid #4 as recommended by Mr. Vaughan and complete the work as soon as possible. Motion carried.

Recorder Garland advised that it was time once again to award the contract for the annual audit for year ending June 30, 2016. The current auditor, Mike Hewitt of Alexander, Thompson & Arnold PLLC (ATA) presented a cost of \$24,200 plus a \$3,750 for the single audit fee (if needed). Recorder Garland presented a history of the cost of the audit in a report and recommended hiring ATA to complete the audit. Recorder Garland stated that the fee only increased by approximately 2% over last year’s fee. After due consideration, motion was made by Ald. Barber, duly 2nd by Ald. Smith to approve the audit contract with ATA. Motion carried.

The next item for discussion was the matching retirement rate effective July 1, 2016 for TCRS. In the past, every two years TCRS completed an Actuary on the city’s group and determined what the rate should be. Starting in 2016, this was going to be completed each year. The new proposed rate would remain the same as the current rate which is 13.04% of salaries. When preparing budgets, Recorder Garland had not received this information and therefore used 14% for budgeting purposes. With the actuary information, TCRS warned of substantial rate increases especially for groups of less than 100 employees in the coming year(s). This is mainly caused by a low rate of return on investments. Their information even states; “We encourage you to consider electing to pay a higher rate to protect against upward pressure on employer rates in the future.” Based on the information received, Recorder Garland stated he would recommend

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matching at the 14% instead of the minimum of 13.04%. He wanted to recommend more but due to funds being tight in the coming year budget, that may be all the city can currently afford.

After due discussion, motion was made by Ald. Smith, duly 2nd by Ald. Butler to approve the Retirement Matching Rate of 14% for the budget year July 1, 2016 to June 30, 2017. Motion carried.

UD Darryl Green addressed the board stating he wanted to hire a company to test several of the 90 large commercial gas meter sets to ensure accuracy. The cost is \$650.00 per day and the total should be in the \$6,500 range for this service. He stated he could not find any records where this had been completed in the past and the potential loss of revenue could be significant. After due discussion, motion was made by Ald. Farris, duly 2nd by Ald. Maness to complete the gas meter testing. Motion carried.

UD Green also addressed the board about hiring a boring contractor to install gas main extensions. The prior practice of having our small city crew install gas mains pushes our projects too late during the year and we miss potential winter heating customers because we are unable to market the new line and get people to convert to natural gas. Hiring a boring contractor to install mains will allow for quicker installs with less follow up work to fill in trenches, etc. City crews will concentrate on installing services. The project cost for mains should be approximately \$89,000. Planned projects are Enville Road from Charles Smith Loop through Sweetlips to Plainview Road, a small section on Bear Creek Road and part of Garland Road from Young Road back and up Frank Latham Road. UD Green stated that feasibility will be based on having 10 customers per mile that are willing to hook up. Motion was made by Ald. Farris, duly 2nd by Ald. Butler to bid the boring of the mains and to report the finding back to the board. Motion carried.

A Utility budget meeting was set for Tuesday, May 17th at 6:00 PM for the preliminary discussion of the needs of the utility department.

Mayor King stated that he was contacted by County Commissioner James Alexander about the condition of the grave marker of J.D. Smith. Mr. Smith is considered the 'Founder of Henderson' and the grave marker is an old upright stone that had been broken off. There were some funds set aside in the budget to repair old broken monuments and Mayor King stated they were going to be working with Rowland Monuments to repair some starting with Mr. Smith's grave marker.

PWD Scales advised the board that he had received the used bucket truck that the city recently purchased. He also advised the department was going to begin work shortly on the emergency overflow drainage way at the rear of City Hall with the assistance of Ronald Atwater Concrete. PWD Scales also advised the board that he had hired a stripping company to repaint the lines on the road on S. Mifflin, several of the intersecting streets to E. Main and part of Old Jacks Creek Road.

UD Green advised the board of the repairs made on a sewer main on White Ave with the assistance of JEA. He also advised the board that R. Jones Underground had begun work on the water main bore on Hwy 45 North.

Ald. Smith asked about a couple of grown up houses on E. Third Street near Mifflin Ave. Building Official Brent Beshires advised that letters had been sent out on both of these homes. One

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is owned by a holding company and the other one is owned by an out of town person. Due to the situation, the city may have to mow these properties. Ald. Butler asked about the Anderson Circle property discussed last month. Mr. Beshires stated that the owner had asked for an extension on the matter until the end of the month. She did not have time to resolve the issue. He stated he and the police department would follow up at the end of the month. Ald. Smith also asked if any response had come from Southwest Electric on their request to close the street next to the water plant. Mayor King advised that he had relayed the decision of the board to not close the street and no other communication had taken place on the matter.

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

Signed: Robert W. King

APPROVED: _____

MAYOR

ATTEST:

Signed: Jim E. Garland

CITY RECORDER