

MINUTES
OF THE
BOARD OF MAYOR AND ALDERMEN

May 11, 2023

The Board of Mayor and Aldermen of the City of Henderson, Tennessee met in regular session on Thursday, May 11, 2023, 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 Butler, Buel Maness, Michael Phelps, Jason Rhodes, and Keith Smith.

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, Fire Chief Doug Acred, Utility Director Darryl Green, and Asst CMFO Alicia Holder.

Mayor King called the meeting to order at the appointed time. Alderman Barber gave the invocation and Alderman 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. A motion was made by Ald. Smith to accept the minutes as presented, duly 2nd by Ald. Barber. Motion carried.

The accumulated accounts were presented for informational purposes. Ald. Smith referred to item #10 and item #73 – reimbursement payments made to employees due to the Fuelman card not working and asked if the issue had been corrected. Recorder Garland stated that the local station was having trouble and that there were a couple of cards that were damaged. The cards have been replaced and there have not been any more issues that he is aware of. There being no further questions on the accounts, the meeting continued.

The first item on the agenda was a call for delegations to address the board.

Ms. Sheila Eckard addressed the board and asked about the Public Works team leaving garbage cans in the road for traffic to have to dodge them. PWD Scales stated that they do not intentionally leave cans on the roads and that it was likely the wind blowing them to the road. He will discuss this with his team.

There being no further delegations, the meeting continued.

The next item on the agenda was to discuss and consider the passage of the 2023-2024 City Budget and Tax Rate Ordinance on the first reading. Recorder Garland stated that they have had several budget meetings with the board and department heads; this is the final recommendation. The format is different due to the comptroller wanting uniformity between cities. It is now six pages versus two as in the past. The tax rate remains \$0.90 per \$100 of the assessed value. A

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motion was made by Ald. Butler to approve the 2023-2024 City Budget ordinance on the first reading, duly 2nd by Ald. Maness. Upon a roll call vote, the following was cast:

Ayes: Mark A. Barber, Donna Butler, Buel Maness, Michael Phelps, Jason Rhodes, and Keith Smith.

Noes: None.

The second reading will take place at the June meeting.

The next item on the agenda was to discuss and consider the passage of an ordinance approving expenditures of the American Rescue Plan (ARP) funds on the first reading. Recorder Garland stated we are planning on spending the entire amount next fiscal year. This includes finishing the city hall renovations, administrative GIS equipment, bulletproof vests for the police department, two police cars, five SCBA+ turnout gears for the fire department, an air compressor for the public works and utility departments, street paving ended at \$159,000 and a utility vehicle for the park department. A motion was made by Ald. Smith to approve the ordinance approving the ARP expenditures as presented, duly 2nd by Ald. Barber. Upon a roll call vote, the following was cast:

Ayes: Mark A. Barber, Donna Butler, Buel Maness, Michael Phelps, Jason Rhodes, and Keith Smith.

Noes: None.

The public hearing and second reading will take place at the June meeting.

The next item on the agenda was to consider a resolution approving the Cost-of -Living Increase as well as the adjusted standard pay scales for all city employees. Recorder Garland stated that over the last several months they have had meetings on the pay scales and COLAs for the city employees. The final agreement is that all employees are getting a 4% increase and the department heads were given a discretionary 2% to spread within their departments. The Christmas bonus pay is staying the same as last year with an additional special one-time bonus of \$25.00 per year based on the number of continuous years of employment. The judge's salary is being increased by \$600.00 annually. The meeting fees paid to members of the Planning Commission and the Board of Zoning Appeals shall increase from \$25.00 per meeting to \$50.00 per meeting. All changes are effective June 26th, 2023 (first salary of the new fiscal year). After further discussion, a motion was made by Ald. Butler to adopt the resolution as prepared, duly 2nd by Ald. Barber. Motion carried. Upon a roll call vote, the following was cast:

Ayes: Mark A. Barber, Donna Butler, Buel Maness, Michael Phelps, Jason Rhodes, and Keith Smith.

Noes: None.

Mayor King declared Resolution #2023-005 as passed.

The next item on the agenda was to discuss and consider approval of the Matching Retirement Rate for the 2023-2024 Budget Year. Recorder Garland explained that this is a defined benefit plan so the match is not a per-person match but a group match. The minimum rate for 2023-2024 is 7.01% as shown on G-1 in the packet. Recorder Garland is asking for approval on setting the rate at 10% which is the same as the current year. A motion was made by

Ald. Barber to approve the recommended rate of 10% as presented, duly 2nd by Ald. Butler. Motion carried.

The next item on the agenda was to consider approval of an Audit Contract for the year ending June 30, 2023, with ATA. Recorder Garland stated that each year we must sign an audit contract for the annual audit. Normally we work with ATA and he has included the fee schedule in the packet. This year the Comptroller has a standard chart of accounts crosswalk that results in an additional cost. He is expecting a required single audit due to ARP money, which would be an additional fee of \$4000.00. The total audit contract fee is \$ 38,300.00. After further discussion, a motion was made by Ald. Smith to use ATA for the audit for the year ending June 30, 2023, duly 2nd by Ald. Rhodes. Motion carried.

The next item on the agenda was to consider action on a Resolution to grant the Henderson Municipal/Regional Planning Commission the authority to delegate approval of “Two” Tract (Lot) Subdivision Plats to the Building Official.

1. Public Hearing of the proposed Resolution.
2. Consider adoption of the Resolution.

Building Official Beshires stated that this is a new mandate by the state but he has been doing this for 10-15 years. They have always allowed administrative approval done in-house for a two-lot split without going to the Planning Commission. The General Assembly passed House Bill #2534 which would allow the planning commission to delegate a person responsible in the municipal or region to do this up to 25 lots. This was discussed and it was decided to leave it as two lot splits.

Mayor King opened a public hearing as advertised in the Chester County Independent newspaper. As there were no respondents, Mayor King closed the public hearing.

A motion was made by Ald. Barber to approve the resolution as prepared, duly 2nd by Ald. Smith. Motion carried. Upon a roll call vote, the following was cast:

Ayes: Mark A. Barber, Donna Butler, Buel Maness, Michael Phelps, Jason Rhodes, and Keith Smith.

Noes: None.

Mayor King declared Resolution #2023-006 as passed.

The next item on the agenda was to confirm the appointment of Marty Watson as the city representative to the County Equalization Board. A motion was made by Ald. Rhodes to approve the appointment, duly 2nd by Ald. Maness. Motion carried.

The next item on the agenda was to receive an update on the Sidewalk Rehabilitation Project. PWD Scales stated that his team has removed old concrete and Los Amigo’s Concrete should start pouring on Monday, depending on the weather. Mayor King stated that he would like to look at driveways to repair as the project progresses.

Any other Business:

Mayor King stated that he would like to make the annual donation for the Juneteenth celebration. This was put in the budget last year. He asked Recorder Garland to reach out to make sure the celebration is happening so the payment can be made.

Police Chief Davidson thanked the board for the raises and updated pay scales.

Building Official Beshires thanked the board for the raises and updated pay scales

UD Green thanked the board for the raises and updated pay scales. He also stated that the TDEC application has been approved for the ARP funds to be used to replace the pipes on North Ave. He is requesting board permission to start the bid process as soon as he gets the contract from the state. A motion was made by Ald. Smith to allow UD Green to go to bid when the contract is received, duly 2nd by Ald. Barber.

UD Green would like to proceed with the pilot project at the lagoon to use peracetic acid instead of the chlorine/de-chlorine process. There is a reduced cost with this change. TDEC requires a pilot project before approval is granted. This is for wastewater on the lagoons. A motion was made by Ald. Barber to proceed with the pilot project, duly 2nd by Ald. Rhodes. Motion carried.

UD Green stated that he had received a Notice of Violation from the state on the North Lagoon. The violations were primarily in the summer but 15 violations were in October (very dry weather). To address the violations, you can shade part of the lagoon or put in aerators. He will study and do a risk management type plan to address the issue.

Fire Chief Acired thanked the board for the raises and updated pay scales. He is requesting permission to authorize employees to drive the secondary truck home when needed and to different training classes at the discretion of the Chief. A motion was made by Ald. Barber to authorize Chief Acired to allow this, duly 2nd by Ald. Butler.

PWD Scales thanked the board for the raises and updated pay scales.

Recorder Garland thanked the board for the raises and updated pay scales. He also stated that the TDEC process is likely to be more cumbersome than originally thought, but he is ensuring that they are staying on top of the steps as needed to stay on track.

Ald. Smith asked about the status of the city hall renovations. Recorder Garland stated that it is starting to wind down but due to labor shortages, some of the projects have been delayed. The project manager stated that the project would be done by the end of the month, but Recorder Garland thinks it will be mid-June. Recorder Garland stated that they will likely go to bid for furniture at that time.

Ald. Smith asked Chief Davidson about the status of the patrol units. They will trade two Ford Taurus' for the new vehicles. They are ordered and payment will hit next fiscal year.

Ald. Butler thanked the department heads for their work on the budgets. The city is doing well and they are glad to share with the employees. It has been a good year.

Ald. Rhodes thanked the police department for their presence at the ballpark due to some unfortunate situations happening out there.

Mayor King stated that this was the 15th budget that he has been involved in and thanked the board and department heads for what they completed. City taxes have not been increased since 2009 as it was a tough year. Then in 2015-2016, they reduced them back to what they were. He thanked Recorder Garland for his conservative outlook on the budgets and what the

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revenues will be. The updated pay scales will allow a more competitive salary to get new open positions filled quicker.

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

Signed: Robert W. King
APPROVED: _____
MAYOR

Signed: Jim E. Garland
ATTEST: _____, CITY RECORDER