



# City Commission Meeting Minutes

Tuesday, August 20, 2024 at 6:00 PM

The Tom Hardin Room – 100 Public Square, Mount Pleasant, TN

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## 1. Call to Order

Mayor White called the meeting to order.

## 2. Pledge of Allegiance

Mrs. Willie Alderson led the Pledge of Allegiance.

Mrs. Jacqueline Grandberry gave the invocation.

## 3. Roll Call

PRESENT

Mayor Bill White

Vice Mayor Jacqueline Grandberry

Commissioner Pam Johnston

Commissioner Mike Davis

Commissioner Willie Alderson

## 4. Approval/Correction of Minutes from Prior Meetings

### A. Study Session - July 11, 2024

Motion made by Commissioner Johnston to accept the Study Session minutes from July 11, 2024, Seconded by Commissioner Alderson.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

### B. Regular Session - July 16, 2024

Motion made by Commissioner Johnston to accept the Regular Session minutes from July 16, 2024, seconded by Commissioner Alderson.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

## 5. Completion/review of Unfinished Business from prior meeting

There was no unfinished business.

## 6. Awards/Presentations/Appointments

### A. Proclamation - Nathan Bellamy

Mayor White presented Nathan Bellamy with a proclamation from the City for his accomplishments.

**7. Monthly report from Mayor**

Mayor White announced some of the upcoming events that are scheduled in town.

**8. Monthly financial/budget report**

Shiphrah reported on the financial/budget report. She stated citizens can now go to our website and actually watch the meeting video and view the agenda, minutes and packet information. Go to the City's home page and go to records and under records is the agenda, minutes and packets.

Motion made by Commissioner Davis, Seconded by Commissioner Alderson.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

**9. Monthly report from City Manager**

Mr. Grooms reported on some of the projects going on in the City. He also reported on some job openings and other happenings at City Hall in some of the departments.

**10. Special reports from other City Departments or Committees if applicable**

A. Wastewater Liaison Report

Mr. Grooms reported on the wastewater department updates and the different projects going on.

B. Mount Pleasant Gas System Report

Mr. Grooms reported on the gas system and stated he is meeting with our engineers and gas provider for updates on the system.

**11. New Business**

**(Comments from citizens may or may not be included, dependent on the issues.)**

A. Resolution 2024-21 - A Resolution authorizing the City of Mount Pleasant, Tennessee to participate in the Public Entity Partners' "Property Conservation" Matching Grant Program.

Mrs. Jones stated the purpose of this resolution is to accept the funds available under the Property Conservation Matching Grant program through the loss control department of public entity partners. This is done every year. The total funds are \$8,000 and the matching part is \$4,000 and the money will be used for cameras at all the parks.

Motion made by Commissioner Johnston to accept the Property Conservation Matching Grant from public entity partners for \$8,000 with a match of \$4,000, seconded by Commissioner Alderson.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

B. Resolution 2024-22 - A Resolution of the City of Mount Pleasant, Tennessee to authorize the City to enter into a Professional Services Agreement with Civil and Environmental Consultants, Inc. for Water Meter Replacements.

Mrs. Jones stated the City wishes to replace water meters currently servicing residential and commercial customers to increase the accuracy of the water metering and increase the water revenue to accurately reflect the consumption. Civil and Environmental Consultants, Inc. will provide engineering services to facilitate the water meter replacement project. CEC provided a proposal for engineering services that was included in their packets and is an exhibit to this

resolution. The total cost for the engineering is \$70,000. CEC will not go over that amount without additional approval from the City. The purpose of this resolution is to accept the engineering proposal and hire them to do the engineering for this project.

Motion made by Commissioner Alderson to approve Resolution 2024-22 to accept the engineering proposal from CEC and hire them to do the engineering for the water meter replacement project for the amount of \$70,000, seconded by Commissioner Davis.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

- C. Resolution 2024-23 - A Resolution of the City of Mount Pleasant, Tennessee to authorize the City to enter into a Professional Services Agreement with Civil and Environmental Consultants, Inc. for improvements to the City's Water Treatment Plant.

Mrs. Jones stated the City wishes to improve the City's Water Treatment Plant as part of Phase I. Civil and Environmental Consultants, Inc. provided a proposal for engineering services that was included in their packets and is an exhibit to the resolution. The estimated engineering cost for this project is \$215,000. The estimate is based off of the timing of the project so it could fluctuate if it were to take longer than it should. The cost does not include the actual construction of the improvements or the purchases, but CEC will help the City bid out the project for construction. The purpose of this resolution is also to accept the contract for engineering services.

Motion made by Commissioner Johnston to approve the contract for engineering services with CEC for \$215,000 to improve the City's Water Treatment Plant, seconded by Commissioner Alderson.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

- D. Resolution 2024-24 - A Resolution of the City of Mount Pleasant, Tennessee to authorize the City to enter into a Professional Services Agreement with Barge Design Solutions, Inc. for Wastewater Treatment Plant Disinfection Improvements.

Mrs. Jones stated here the City wishes to improve the Wastewater Treatment Plant by adding a new UV Disinfection System. Barge Design Solutions, Inc. provided a Professional Services Agreement for the engineering, the lump sum engineering cost is \$115,300. The purpose of this resolution is to accept the Professional Services Agreement with Barge Design Solutions.

Motion made by Commissioner Alderson to approve Resolution 2024-24 to accept the Professional Services Agreement with Barge Design Solutions, Inc. for \$115,000, seconded by Commissioner Davis.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

- E. Resolution 2024-25 - A Resolution authorizing the City of Mount Pleasant, Tennessee to accept the Fiscal Year 2023 Assistance to Firefighters Grant.

Mrs. Jones stated the City submitted an application to FEMA for the FY 2023 Assistance to Firefighters Grant and was awarded \$115,809.52 of federal funding to the City with a matching portion to the grant of \$5,790.00 for a total budget of \$121,600.00. The grant and matching funds will be used to purchase PPE Personal Protective Equipment that is compliant head to toe structural for firefighters. The purpose of this resolution is to accept the grant and commit to providing the matching funds.

Motion made by Commissioner Alderson to approve Resolution 2024-25 to accept the Fire Fighters Grant in the amount of \$115,809.52 and commit to providing the matching funds in the amount of \$5,790.00, seconded by Commissioner Johnston.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

- F. Resolution 2024-26 - A Resolution authorizing the execution and delivery of an Equipment Lease/Purchase Agreement for four Police Department vehicles and one Fire Department vehicle and related instruments, and determining other matters in connection therewith.

Mrs. Jones stated this resolution authorizes the City to enter into leases for the four police vehicles and one fire vehicle.

Motion made by Commissioner Alderson to accept Resolution 2024-26 to enter into leases for the four police vehicles and one fire vehicle, seconded by Commissioner Johnston.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

- G. Approval of Two-Week Water Leak Survey

Mr. Grooms stated this is well within the purchasing policy, but as Shiphrah pointed out anytime we spend more than \$25,000 a year we should have approval from the City Commission. His goal is to continue this until we have our whole system checked and then on an annual basis have them come back.

Motion made by Commissioner Davis for approval of a Two-Week Water Leak Survey, seconded by Commissioner Alderson.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

- H. Facade Grant Approval of Bids for 105 Broadway Street

Mr. Cox stated they received two bids for the Downtown Facade Grant. Main Street actually applied for the grant but since they are non-profit they have to run the grant through the City. The lowest bid was \$33,485 with Visions Construction.

Motion made by Commissioner Johnston to accept the bid in the amount of \$33,485 and award the contract to Visions Construction for the Downtown Facade Grant, seconded by Commissioner Alderson.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson

- I. Kate Collier Memorandum of Understanding

Mrs. Jones stated this Memorandum of Understanding defines the terms of Mrs. Collier's part-time employment and benefits. It establishes an end date for her working part-time as October 4, 2024. It states that she will not work more than 20 hours a week and her hourly will remain the same as it was during time as City Manager during this transitional period. At the end of this transitional period, she will receive all the benefits and payments that are due to her upon separation from the City as a retiree. She will receive health insurance while she is employed by the City or on the City's payroll that is the only thing that is outside the norm and is because she is staying on as a part-time employee to keep her from having a gap she will remain on the City's insurance until she is off of the payroll.

There was some discussion by the Commissioners on Kate's MOU.

Motion made by Commissioner Alderson to accept Kate Collier's MOU as presented, seconded by Commissioner Johnston.

Voting Yea: Mayor White, Commissioner Johnston, Commissioner Alderson

Voting Nay: Vice Mayor Grandberry, Commissioner Davis

J. CT Consultants Work Change Order No. 1 - Downtown Revitalization - Phase I

Mr. Grooms stated this is for things they have ran into with the sewer during the Downtown Revitalization Phase I Project. It is for \$13,343.00 and they are also asking for 14 calendar days to be added to the project. These are going to happen a lot he feels like as they keep digging.

Motion made by Commissioner Johnston to approve the CT Consultants Work Change Order in the amount of \$13,343.00 and adding 14 Calendar Days to the project, seconded by Commissioner Alderson.

Voting Yea: Mayor White, Commissioner Johnston, Commissioner Alderson

Voting Nay: Vice Mayor Grandberry, Commissioner Davis

K. Authority to authorize change orders not to exceed \$25,000 by the City Manager.

Mr. Grooms stated they feel like there are going to be change orders along the way and instead of getting into months in advance trying to get those change orders approved we are requesting giving the authority through the personal policies that let him approve them and then come to them the next month with the official change order. They recommend \$25,000 or less.

Mrs. Jones asked Mr. Grooms to explain the situation that happened recently.

Mr. Grooms stated recently they were called there and it appeared to be another septic tank system, but after looking at it there was no way for water to flow out of it. Their best guess with it right under the street is it was probably put in before we had the sewer system. That ended up being a change order and they filled it up with concrete. He thinks as this goes on there will be a lot of these.

Mrs. Collier stated the grant will not pay for utilities, never was allowed to pay for utilities, but we all decided if we are going to dig up the sidewalk and the street, we are going to fix the utilities.

The Commissioners discussed in further detail.

Motion made by Commissioner Alderson to authorize Change Order not to exceed \$25,000 by the City Manager, seconded by Commissioner Johnston.

Voting Yea: Mayor White, Commissioner Johnston, Commissioner Alderson

Voting Nay: Commissioner Davis

Voting Abstaining: Vice Mayor Grandberry

**12. General comments from citizens (May be limited in time and/or number of comments.)**

Mrs. Brenda Frierson, 113 Union Street, stated she came up here last week to voice some concerns about some properties on Union Street so that the planning person Chris Brooks would give me a call back. She does not approach the Board with these matters before she talks to somebody about her concerns. She just basically wants to make an appointment with Chris or Phillip or whoever she needs to talk to. She just wants to voice her concerns about some things that need to be improved. There are three properties she is concerned about.

Mayor White asked Mr. Brooks to get with Mrs. Frierson after the meeting to see if he could set something up with her.

Mr. Davis asked to have a cover put over the one-way street sign during the construction, so he doesn't feel like he is breaking the law.

Mr. Davis asked about some of the warehouses on Boswell Street being in a flood plain. He was just curious about that.

Mr. Grooms stated he would find out for him.

Mrs. Grandberry stated also on the same thing people are concerned what is going in the building and why the residents have not been notified. She stated the old Wool Mill Plant on Boswell Street. It is being remodeled and no one knows what is going in there.

Mr. Grooms stated he would get with Chris tomorrow on this.

### **13. Board/Staff Comments/Adjournment**

Motion made by Commissioner Alderson to adjourn, seconded by Commissioner Davis.

Voting Yea: Mayor White, Vice Mayor Grandberry, Commissioner Johnston, Commissioner Davis, Commissioner Alderson