

**CITY OF DRESDEN
BOARD MEETING AGENDA**

January 9, 2023

6:00 p.m.

- I. Call To Order By Mayor**
- II. Opening Ceremonies**
 - A. Welcoming Remarks
 - B. Invocation
 - C. Pledge of Allegiance
- III. Roll Call by City Recorder**
- IV. Minutes of the Previous Meeting**
- V. Communications From The Mayor**
- VI. Input From Citizens**
- VII. Employee's Report**
 - A. Carla Edwards – Finance
 - B. Josh Lassiter – Public Works
 - C. Jeff Pierpoint – Water Plant
 - D. Bryan Chandler – Police
 - E. Joey Winstead – Park
 - F. Paul Hutcherson – Fire
- VIII. Reports from Aldermen or Advisory Committees**
- IX. Unfinished Business**
 - A. Long Term Recovery Group Update
 - B. The Flower Box Sewer Line
 - C. Acceptance of Construction Only Budget – Municipal Complex
- X. New Business**
 - A. Budget Amendment Resolution 2023-05
 - C. Donation Acceptance Resolution 2023-06
 - D. Personnel Policy Amendment Ordinance 2023-01 – 1st Reading
- XI. Announcements**
- XII. Adjournment**

City of Dresden
Board of Directors Meeting
December 5, 2022
6:00 p.m.

BE IT REMEMBERED that the Board of Mayor and Aldermen met in regular session on Monday, December 5, 2022 at 6:00 p.m. at the McWherter Civic Center. Mayor Mark Maddox was present and presiding when the following was entered into record. Mayor Mark Maddox, City Recorder Jennifer Branscum, Water Plant Operator Jeff Pierpoint, Park Director Joey Winstead, Interim Police Chief Bryan Chandler and Fire Chief Paul Hutcherson were present. City Attorney Beau Pemberton was also present by phone due to sickness. Mayor Mark Maddox called the meeting to order. Mayor Mark Maddox then asked for the roll call. Bryan Chandler gave the invocation. Mayor Maddox led the board and guests in the pledge.

Roll Call

Gwin Anderson	Present	Ralph Cobb	Present
Curtis Doran	Present	Dale Hutcherson	Present
Kenneth Moore	Present	Willie Parker	Present

Mayor Maddox presented the minutes of the November 7, 2022 meeting. Mayor Maddox asked if there were any corrections, additions or deletions to the minutes. With no input, Mayor Maddox stated the minutes were approved as presented.

Mayor Maddox stated the City of Dresden has received \$58,209.83 from FEMA for two of the projects that have been completed thus far. This payment is for Emergency Protective Measures (removing the debris from the roadway during the first couple weeks) and for the repairs made to the water mains and meter reading antennas. The remaining funds will be received once the projects are completed (paving, sidewalk repair, four-way stop light replaced).

Mayor Maddox stated the City of Dresden has received a TN Downtown Grant in the amount of \$100,000.00 for façade improvements (windows, painting, etc.), signage, green spaces, and streetscape improvements. This grant will be offered to downtown businesses and property owners in the form of mini grants. This process will begin once the City receives the grant contract from the State which is expected to be sometime in January.

Mayor Maddox stated a tornado remembrance event will be held Saturday, December 10th at 2 p.m. at McWherter Civic Center with a tree lighting ceremony to follow on the court square. This ceremony is being planned by the Long-Term Recovery Group.

Mayor Maddox stated Henson Construction is reviewing the proposed layout for the new municipal complex to prepare a cost estimate for construction.

Mayor Maddox stated Bryan Chandler had been named interim Police Chief. He stated Police Chief applications are due December 16th by Noon.

Mrs. Mary Dortch of Hyndsver Road in Martin addressed the Board concerning a place in the street on Linden Street her husband hit and damaged the tire on his car. She stated he met a car at night in that area and was not able to move over to go around the rough spot. The spot in the road was dug out to repair a

sewer line. The spot has been patched by Public Works as we wait for Ford Construction to permanently patch the area. City Recorder Jennifer Branscum stated she had sent the information to the City's insurance carrier and the claim was denied. The total charges for repairs is \$1105.62. City Attorney Beau Pemberton stated one of the reasons the City has insurance is to review claims such as this to determine whether the City has any liability or not. He further stated that paying this claim outside of insurance may be setting a precedence for the future. Gwin Anderson made a motion for the information to be resubmitted to the City's insurance carrier and if the claim remains denied, the City will pay the claim. Ralph Cobb seconded the motion. Dale Hutcherson noted that paying the claim may be much cheaper than paying litigation on this matter. Anderson, Cobb, Doran and Hutcherson all voted yes. Moore and Parker voted no. The motion passed with a vote of 4 to 2.

Chase Kesterson addressed the Board stated the spot on Linden Street needs to be fixed. He also stated Gov. Bill Lee is focusing on street repair. He stated maybe Public Works could send Gov. Lee a list of our worst streets.

Mayor Maddox stated City Recorder Jennifer Branscum has reached out to Lang Unger for an update on the signing of the buy/sell agreement by Tony or Inju Winstead but has been unable to receive an update. City Attorney Beau Pemberton stated he received notice that Lang Unger is trying to schedule a meeting with them for later this week. He stated the board would be updated once information is received.

Mayor Maddox stated Hutcherson and Nanney had both been invoiced for the demolition of their buildings on the court square but payment has not been received yet. He stated Mrs. Nanney has asked to schedule a meeting with Mayor Maddox.

Mayor Maddox stated the Charter calls for the Board to vote on the position of Vice Mayor. Willie Parker made a motion to nominate Gwin Anderson. Curtis Doran seconded the motion. Anderson abstained. Cobb, Doran, Hutcherson, and Parker all voted yes. Moore voted no. The motion passed with a vote of 4 to 2.

Mayor Maddox stated the holiday for New Years would be Monday, January 2nd for City offices. He asked the Board if they would like to move the meeting to Monday, January 9th. The consensus of the Board was to move the January 2023 meeting to January 9th.

With no further business to discuss, Willie Parker made a motion to adjourn. Gwin Anderson seconded the motion. Anderson, Cobb, Doran, Hutcherson, Moore and Parker all voted yes. The motion passed with a vote of 6 to 0.

Mayor Mark Maddox

ATTEST:

City Recorder Jennifer Branscum

City of Dresden
Board of Directors Meeting
December 19, 2022
6:00 p.m.

BE IT REMEMBERED that the Board of Mayor and Aldermen met in a special workshop session on Monday, December 19, 2022 at 6:00 p.m. at the McWherter Civic Center. Mayor Mark Maddox was present and presiding when the following was entered into record. Mayor Mark Maddox, City Recorder Jennifer Branscum, and Interim Police Chief Bryan Chandler were present. Mayor Mark Maddox called the meeting to order. Mayor Mark Maddox then asked for the roll call.

Roll Call

Gwin Anderson	Present	Ralph Cobb	Present
Curtis Doran	Present	Dale Hutcherson	Present
Kenneth Moore	Present	Willie Parker	Absent

Mayor Maddox introduced Travis Martin & Ryan McDaniel of Askew, Hargraves, Harcourt Engineers. They are the city engineers that are handling the sewer project and the municipal complex project. He also introduced Cary Henson of Henson Construction who is the construction manager for the municipal complex. Mayor Maddox stated the purpose of the meeting was to gain an update on the sewer rehab project and the municipal complex project. He stated the meeting was a workshop and that no action would be taken by the board.

Travis Martin gave an overview of the funding for the sewer rehab project. He stated the City has received \$871,447.00 from federal funds, \$870,121.00 from State funds and will receive \$733,888 from County funds. The total funding available for the sewer project is \$2,475,453.00. He stated an asset management plan is included in the scope of the project. He stated the project also includes camera and smoke study of the sewer lines. Problems found in these studies will be repaired. Travis stated the purpose of the project is to correct inflow and infiltration problems in the sewer system. He stated the camera study will start the week of December 26, 2022. He stated 20,000 linear feet was studied two years ago and 50,000 linear feet is being studied now. He stated there was about 185,000 linear feet total in the system. Travis stated there was about 22,000 linear feet budgeted to be repaired.

Cary Henson of Henson Construction gave an overview of the cost estimate for the municipal complex. He stated he was hopeful dirt work could start late spring or early summer. He stated once the dirt work starts, the total construction timeframe would be about fourteen months.

- | | |
|---|-----------|
| 1. General Conditions | \$490,000 |
| 2. Site Development | \$250,000 |
| 3. Concrete | \$435,600 |
| 4. Masonry | \$970,750 |
| 5. Steel | \$685,000 |
| 6. Carpentry | \$75,000 |
| 7. Moisture Protection | \$199,711 |
| 8. Openings (frames, doors) | \$571,450 |
| 9. Finishes (drywall, paint, flooring, ceiling) | \$580,000 |
| 10. Specialties (flag poles, etc) | \$67,060 |
| 11. Equipment | By Owner |

12. Furnishing	By Owner
13. Special Construction	Not Applicable
14. Conveying	Not Applicable
15. Mechanical (fire protection, plumbing, HVAC)	\$1,126,032
16. Electrical	\$695,000
17. Soft Costs	\$150,000
Construction Manager Fee	\$377,736
Contingency	\$314,780
Total Construction Budget	\$6,988,119

Henson stated design fees and a fire pump are not included in the total construction budget. He stated the costs of work are to the property line. He stated undercutting is not anticipated. He added that a generator for the facility is anticipated to be provided by a separate grant. Henson also stated that the total construction budget does not include any office furnishings.

With no further business to discuss, the meeting was adjourned.

Mayor Mark Maddox

ATTEST:

City Recorder Jennifer Branscum

Finance Director Report

Board Meeting 1/9/23

1. The 2022 tax data has been received and has been loaded into our Accounting system. The original tax revenue, including ad valorem taxes in the amount of \$25,235.14, is \$694,598.44. This reflects a decrease from the prior year of \$21,297.46. Tax revenue has increased by \$43.54 for rollback taxes and decreased by \$7,198.99 for assessment changes. The current grand total of tax revenue of \$687,442.99 is higher than the budgeted tax revenue of \$685,000 by \$2,442.99. Tax payments received as of 12/29/22 equal \$244,334.30 and the current balance due as of 12/29/22 is \$443,108.69.
2. As of 12/29/22, the outstanding balance for 2022 Property Taxes is \$11,844.65. Tax payments in the amount of \$208.90 have been received since the previous report. The one year delinquent tax receivable at this time in the prior year was \$12,508.57. Our current balance is lower than the prior year by \$663.92.
3. As of 12/29/22, the outstanding balance for 2012 through 2020 Property Taxes is \$8,343.35. The balance is unchanged from the prior report. The delinquent tax balance for two years or more at this time in the prior year was \$8,533.73. Our current balance is lower than the prior year by \$190.38.
4. All property taxes for years prior to 2012 have been written off as non-collectible. All outstanding taxes are fully reserved so any collections of prior year taxes will be recognized as delinquent tax revenue.
5. Our auditor, John Poole, completed the fieldwork portion of his audit in September.
6. Monthly activities:
 - a. Processed biweekly payrolls for 12/9/22 and 12/23/22.
 - b. Processed alderman, volunteer fire and monthly payroll for 12/31/22.
 - c. Processed purchase orders.
 - d. Coded and entered accounts payable invoices and check requests.
 - e. Processed 3 weekly accounts payable check runs.
 - f. Prepared monthly account reconciliations.
 - g. Assisted at the counter to receipt water bill payments, property tax payments and miscellaneous receipts.

Please let me know if there is any additional information you would like for me to be presenting to you each month.

Thank you.

Carla R Edwards

Finance Director

City of Dresden

Dresden Public Works

December 2022

Daily Checking of 25 Lift Stations
Cleaning of Sewer Lines
Read Water Meters & Checked High Readings
Repaired Water Lines & Water Mains
Installed New Remote Read Meters
Turn Ons & Offs
Picked up bulk items
Picked up leaves
Routine Maintenance of Equipment
Picked Up Trash
Repaired fire hydrant that was broken by vehicle accident
Turned water off due to customers having broken pipes
Met with engineers to prepare for camera study of the sewer lines

DRESDEN POLICE DEPARTMENT
November 16, 2022 - December 15, 2022

Calls: 299

Roadway Accidents: 3

Private Property Accidents: 0

Citations

Chandler	1	Disorderly Conduct
	1	Animal @ Large
	1	No DL
	1	Hands Free Law
Lee	2	Speeding
	1	Registration
	1	Financial Responsibility
Travis	1	Fail to Maintain Lane
	6	Speeding
	3	No DL
Vargas	4	Speeding
	2	Avoiding Traffic Control Device
	1	Financial Responsibility
	1	Following too Close
Wright	1	Speeding
	1	Animal @ Large

Total Offenses 28 Citations 22
 (There may be more than one offense on each citation)

Citation Collections: \$2,583.37

<u>Residence</u>	<u>#</u>	<u>Percentage</u>
Dresden	7	32%
Weakley Co	4	18%
Out of county	11	50%
TOTAL	22	100%

<u>Location</u>	<u>Citations Written</u>	<u>Percentage</u>
E Main	1	
E Maple	1	
Evergreen	3	14%
Hwy 22	9	41%
Hwy 54	1	
Hwy 89	1	
Pikeview St	4	18%
Red Hill Rd	1	
S Poplar St	1	
TOTAL	22	

City Court Docket: 12/20/22 47

8 No show

4 Continued

15 Pd before court (guilty plea per pmt)

13 Dismissed and ordered to pay court cost (no driving school).

4 Guilty

3 Warning

Arrests

Lee

Criminal Trespass, Theft of property, Vandalism
Simple Assault X 2, PI

Vargas

Speeding, Reckless Driving, Evading Arrest

CITY OF DRESDEN



December 2022 Monthly Report

- Maintained city park properties
- Decorated Dresden Farmers Market with Christmas lights
- Ball field maintenance
- Maintenance at McWherter Civic center
- Setup for Tornado Recovery Ceremony
- Winterized bathrooms at Wilson Park & Farmers Market
- Cut down portion of ornamental grass at Wilson Park
- Mulched leaves on park properties

Resolution 2023-05

WHEREAS, the City of Dresden has adopted a budget for Fiscal Year 2023 that defines line item budgets for the General Fund and,

WHEREAS, there is need to amend the budget to reallocate funds and expenses.

NOW, THEREFORE BE IT RESOLVED, the Dresden Board of Mayor and Aldermen authorize the following:

General Fund – ½ of cost to bore across Hwy 22 for the new convenience store/gas station.

DB	110-27000	Fund Balance	\$17,450.00
CR	110-43100-900	Public Works Capital	\$17,450.00

General Fund – Record quarterly grant revenue received for THSO grant – Police Department.

DB	110-33400	Grant Revenue – THSO Grant	\$4,565.38
CR	110-42100-122	Police Overtime	\$1,192.49
CR	110-42100-312	Police Small Items of Equipment	\$3,372.89

General Fund – Paint Civic Center interior auditorium & bathrooms – labor & materials.

DB	110-27200	Reserved Fund Balance	\$2,870.00
CR	110-44420-260	Civic Center Repair/Maintenance	\$2,870.00

General Fund – Add to the budget the costs of the emergency repair on Linden Street.

DB	110-27000	Fund Balance	\$73,236.00
CR	110-43100-900	Public Works Capital	\$73,236.00

This resolution shall take effect upon its passage, the public welfare requiring it.

_____ Anderson	_____ Cobb	_____ Doran
_____ Hutcherson	_____ Moore	_____ Parker

___ Passed / ___ Failed with a vote of ___ to ___ this 9th day of January, 2023.

Mayor Mark Maddox

ATTEST: _____
Jennifer Branscum, City Recorder

RESOLUTION – 2023-06

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF DRESDEN, TENNESSEE, ESTABLISHING TO ACCEPT GIFTS AND OTHER DONATIONS.

WHEREAS, the Dresden Board of Mayor and Aldermen wish to evaluate the suitability of donations and other gifts prior to acceptance by the Town.

WHEREAS, gifts and donations to be approved by the Board of Mayor and Aldermen. It is the policy of the City of Dresden that no City official or employee shall solicit or accept any donation or gift on behalf of the City unless and until such solicitation or proposed donation is first approved and authorized by the Board of Mayor and Aldermen. For the purpose of this Resolution, the phrase “donation or gift” shall include, but is not limited to, such items of value as cash, bonds, real estate, automobiles, and other items of personal use.

WHEREAS, prior to voting to accept a donation or gift, the Board of Mayor and Aldermen shall first conduct a cost/benefit analysis to determine how acceptance of the proposed gift or donation will affect the City treasury and cash flow.

WHEREAS, prior to voting to accept a donation or gift, the Board of Mayor and Aldermen shall seek and obtain appropriate legal advice to determine the legal implications of such acceptance. In no event shall the City accept offers of donations or gifts which are predicated on the donor receiving favorable treatment by the City, nor shall the City accept donations or gifts which are predicated on the City pursuing policies which violate Federal or State laws or municipal ordinance.

WHEREAS, in considering the acceptance of gifts or donations, the Board of Mayor and Aldermen may consider whether such acceptance, or the conditions of such acceptance, may be unreasonably offensive to the citizens of Dresden.

WHEREAS, nothing in this policy shall be construed to apply to any federal or state grants or low-interest loans offered to the City of Dresden.

NOW, THEREFORE BE IT RESOLVED, the City of Dresden Board of Mayor and Aldermen authorize the acceptance of:

- A monetary donation from an anonymous donor in the amount of \$15.00 to the Police Department.
- A monetary donation from McWherter Foundation in the amount of \$1,000.00 to the Civic Center.

This resolution shall be adopted and these donations be accepted, the public welfare requiring it.

PASSED AND APPROVED THIS 9th DAY OF January, 2023 BY A ROLL CALL VOTE OF THE DRESDEN BOARD OF MAYOR AND ALDERMEN.

Aye / Nay	Gwin Anderson
Aye / Nay	Ralph Cobb
Aye / Nay	Curtis Doran
Aye / Nay	Dale Hutcherson
Aye / Nay	Kenneth Moore
Aye / Nay	Willie Parker

Mark Maddox, Mayor

Attest: _____
City Recorder Jennifer Branscum

ORDINANCE 2023-01

**AN ORDINANCE TO AMEND THE PERSONNEL POLICY OF THE
CITY OF DRESDEN**

WHEREAS, the City of Dresden has adopted a handbook which establishes personnel policies; and,

WHEREAS, the Board of Mayor and Aldermen find it necessary to update certain sections of the personnel policy.

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF DRESDEN that the City of Dresden Personnel Handbook be amended to read as follows:

Section V – Benefits – Subsection D. Sick Leave:

Employees shall be compensated for unused sick leave upon retirement from Town employment. Employees who retire from Town employment must be normal retirement age as defined by the Town’s retirement plan. Employees shall not be compensated for unused sick leave under any other circumstances except for the death of an employee.

This ordinance shall take effect on final passage, the public welfare requiring it.

First Reading – January 9, 2023

Second Reading – February 6, 2023

Mark Maddox, Mayor

ATTEST:

Jennifer Branscum, City Recorder