

MINUTES
OF THE
BOARD OF MAYOR AND ALDERMEN
May 9, 2024

The Board of Mayor and Aldermen of the City of Henderson, Tennessee met in regular session on Thursday, May 9th, 2024, 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, Jason Rhodes, and Keith Smith.
Absent: Michael Phelps

Also present at the meeting were: City Recorder Jim E. Garland, City Attorney Jerry Spore, Assistant Police Chief Tim Crowe, Building Official Brent Beshires, Public Works Director Carter Scales, Ranking Fire Captain Chase Moore, Utility Director Darryl Green, and Asst CMFO Alicia Holder.

Mayor King called the meeting to order at the appointed time. Alderman Smith gave the invocation, and Alderman Rhodes 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 page B-1, item 32, a payment to First Horizon Bank for \$190,107.95, and asked if this paid off the loan. Recorder Garland stated that it did not and a few years were remaining on the loan. 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. There being no delegations, the meeting continued.

The next item on the agenda was to discuss and consider approval of the Matching Retirement Rate for the 2024-2025 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 2024-2025 is 7.01% as shown on D-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. Butler to approve the recommended rate of 10% as presented, duly 2nd by Ald. Barber. Motion carried.

The board moved this item up to be discussed before the city budget. The next item on the agenda was to consider an ordinance on the first reading to increase all Sanitation Rates by approximately 5.71%. This will result in an increase of \$1.00 per month for residential customers. Recorder Garland stated that this would be the first increase since 2019. After further discussion, a motion was made by Ald. Butler to approve proposed Ord #568, increasing the sanitation rates, duly 2nd by Ald. Barber. Upon a roll call vote, the following was cast:

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

Absent and not voting: Michael Phelps

Noes: None.

The second/final reading will take place at the next meeting.

The board moved this item up to be discussed before the city budget. The next item on the agenda was to consider a resolution approving the 3% Cost-of-Living Increase and the standard pay scales for all city departments. Recorder Garland stated that over the last several months they have had meetings on the pay scales and COLAs for the city employees. The Christmas bonus pay is \$75.00 per year based on continuous years of employment with a minimum of \$150.00. All changes are effective June 24th, 2024 (first salary of the new fiscal year). After further discussion, a motion was made by Ald. Butler to adopt Resolution #2024-003 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.

Absent and not voting: Michael Phelps

Noes: None.

Mayor King declared Resolution #2024-003 as passed.

The next item on the agenda was to discuss and consider the passage of the 2024-2025 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; he had to make a couple of adjustments to fund balance. This is the final recommendation. The tax rate remains \$0.90 per \$100 of the assessed value. A motion was made by Ald. Smith to approve the 2024-2025 City Budget proposed ordinance #569 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.

Absent and not voting: Michael Phelps

Noes: None.

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

The next item on the agenda was to consider approval of an Audit Contract for the year ending June 30, 2024, with ATA. Recorder Garland stated that each year we must sign an audit contract for the annual audit. The estimated fee is \$32,700 (audit), \$4,250 (Single Audit Fee – most likely will be required due to the ARP funds), and \$3,000 (a required fee for the Municipal Chart of Accounts Crosswalk. The total audit contract fee is \$39,950. After further discussion, a motion was made by Ald. Barber to use ATA for the audit for the year ending June 30, 2024, duly 2nd by Ald. Maness. Motion carried.

The next item on the agenda was to discuss and consider changes to the per-call stipend paid to volunteer firemen to respond to fire calls and training sessions. Ranking Fire Captain Moore stated that there has been no increase in pay for several years. This affects all fire calls

after July 1, 2024. Recorder Garland stated that since we were changing to quarterly payments versus annual payments, it would cause the budget line item to be over this year. The proposed resolution follows:

RESOLUTION NO: 2024-004

BE IT HEREBY RESOLVED BY the Board of Mayor and Aldermen of the City of Henderson, Tennessee that the following rules shall be used to determine when a Stipend-Based (Volunteer) Firefighter shall receive and the amount of Stipend Pay.

Fire Calls: Fire calls shall be divided into three types: All Call, Calls for Service, and Training Sessions. The officer on duty will use his/her judgment for any calls that come to the landline of the station, as to whether or not to page out an “All Call”.

All Call: An All Call is a page for all the personnel of the fire department to respond to an event or incident.

Calls For Service: A Call for Service is a call or activity for only on-duty personnel, and/or any stipend-based (volunteer) firefighter that may be at the station at the time of the Call for Service.

Training Sessions: Any training sanctioned by the Fire Chief deemed to be relevant to the Henderson Fire Department. Normal Training Session Nights are on the 2nd and last Tuesday of every month. Other training may include but are not limited to the following:

Officer Meetings

Driver Meetings: for stipend-based (volunteer) firefighter that are used for moving equipment and fire apparatus to designated locations.

Post-incident debriefing: usually within a week of an incident that would be detrimental to firefighters' physical or mental well-being.

Stipend-based firefighter: A firefighter not otherwise classified as an employee of the City of Henderson i.e. Full-time or Part-time.

Stipend-based Firefighters shall be divided into 4 categories or classes:

CLASS 1 A: Stipend-based firefighters that are certified by the State of TN Firefighting Commission to the level of Firefighter 1.

CLASS 1 B: Stipend-based firefighters that are certified by the state of TN Firefighting Commission for Live Firefighting.

CLASS 2: Stipend-based firefighters that have satisfactorily completed Basic Firefighting as defined by the State of TN Firefighting Commission.

CLASS 3: Stipend-based firefighters that have satisfactorily completed Introduction to Firefighting as defined by the State of TN Firefighting Commission.

Stipends based on the Class of Firefighters:

CLASS 1A: -----	\$30.00 PER CALL
CLASS 1B: -----	\$25.00 PER CALL
CLASS 2: -----	\$15.00 PER CALL
CLASS 3: -----	\$10.00 PER CALL

All fire department employees (full-time and part-time) shall be given at minimum 2 hours per event or incident paged out when responding while off duty or otherwise as specified by the fire chief. The fire department employees are not eligible to receive any other stipend for the services provided to the City of Henderson Fire Department.

Any city employee from any department other than the fire department (who is a stipend firefighter) who responds to a fire call or training session while on city time (being paid by the city in another capacity) shall not receive fire department stipend pay for responding to the call.

Any city employee from any department other than the fire department (who is a stipend firefighter) who is not on city time and who responds to a fire call or training session shall receive the stipend pay for responding.

BE IT FURTHER RESOLVED THAT at the request of the Stipend-based Firefighters, the Stipend Pay be disbursed to the firefighters on a quarterly basis.

BE IT FURTHER RESOLVED THAT that the Stipend Pay and policy changes included in this resolution shall take effect on July 1, 2024.

After further discussion, a motion was made by Ald. Barber to approve Resolution # 2024-004 as presented, July 2nd, by Ald. Smith. Upon a roll call vote, the following was cast:

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

Keith Smith.

Absent and not voting: Michael Phelps

Noes: None.

Mayor King declared Resolution #2024-004 as passed.

The next item on the agenda was to discuss and consider the quote for lighting improvements at the City Maintenance Shop. Recorder Garland stated that Chief Mechanic Kevin Melton had come to him earlier in the year regarding adding new lighting at the shop. He did a walk-through with Jeff McEarl and almost all the lighting must be replaced/upgraded. There is money in the budget to cover this and can be completed by June 30, 2024. A motion was made by Ald Smith to do what needs to be done to replace the lights, duly 2nd by Ald. Maness. Motion carried.

Any other Business:

1. Consider the request for approval of an addition to Stoll's Woodcrafters building in Magic Valley per deed requirements. Building Official Beshires stated Stoll's is requesting an addition to the rear of the existing building storage building (28' * 50"). He feels like what they plan to do will 'clean' up the site. A motion was made by Ald. Rhodes to approve the request of the additional building, duly 2nd by Ald. Maness. Motion carried.
2. Consider the quote to re-paint the stripes on North and South Church Ave. Recorder Garland stated that PWD Scales received a quote for \$16,939. Recorder Garland stated that he is expecting an additional quote. PWD Scales stated that in 2019, the price for the same project was \$11,816. Since another quote is expected a motion was made by Ald. Barber to authorize Mayor King and PWD Scales to use their discretion on choosing a vendor and move forward with the project, duly 2nd by Ald. Maness. Motion carried.

Mayor King started a discussion regarding Food Trucks. Recorder Garland stated that Ald. Butler asked him to get a copy of an ordinance adopted in 2017 regarding food trucks. The city restrictions regarding vending trucks-he noted that the ordinance stated a city business license is required but the state has trumped us regarding a business license in the city stating that the business license only has to be issued from their base city. Ald. Butler stated that she would like to see a nice place for the food truck for families to have options for different foods in one spot. Ald. Maness asked if they had to be inspected by the food inspector and Recorder Garland stated that he did not know.

Assistant Police Chief Crowe stated as of 2:00 Friday they have converted from scanner radio to digital radio. This was completed through a violent crime initiative fund grant (100% grant).

PWD Scales stated that they have started taking the sidewalks out.

UD Green stated that the Delta Regional Authority (DRA) Grant application window has opened up and he wants to apply and use it to extend the water line in the Magic Valley area and Wilson School Road.

UD Green then stated that there are Infrastructure Grant monies available for leak protection equipment and pipe locators.

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Ald. Butler made a motion to allow application for the grants by UD Green, duly 2nd by Ald. Barber. Motion carried.

Ald. Butler asked if there was any update on the accident on the water project by R. Jone's crew member. UD Green stated that they are still investigating the accident. The crew member has lost part his leg due to the accident.

Ald. Smith stated that he had noticed the Multi-Model Grant sidewalk work had started and wanted to know if they would do the West Main paving project and wanted to be sure everyone was on the same page as far as the engineers. Recorder Garland stated that the same engineers, TLM, are designing both projects so there should be no issue.

There being no other business, a 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