

MINUTES  
OF THE  
BOARD OF MAYOR AND ALDERMEN  
JUNE 12<sup>th</sup>, 2025  
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The Board of Mayor and Aldermen of the City of Henderson, Tennessee, met in regular session on Thursday, June 12<sup>th</sup>, 2025, at 7:00 P.M. in the Council Chamber of the City of Henderson City Hall. Present and presiding was Mayor Terry F. Bell. City Recorder Jim E. Garland called the roll, with the following being present:

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

Also present at the meeting were: City Recorder Jim E. Garland, City Attorney Jerry Spore, Police Chief Gary Davidson, Public Works Director Carter Scales, Building Official Brent Beshires, Utility Director Darryl Green, Fire Chief Doug Acred, and Assistant CMFO Alicia Holder

Mayor Bell called the meeting to order at the appointed time. Ald. Smith gave the invocation, and Mayor Bell 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 2<sup>nd</sup> by Ald. Butler. Motion carried.

The accumulated accounts were presented for informational purposes. Ald. Barber referred to B-1, item 34, payment to Grinder Taber and Grinder Inc., and asked for a status update. Recorder Garland stated that they had worked on dirt work, and sodding around the new playground. We still do not know a delivery date for the new restroom facility, and they are addressing other issues that we have. The water line to the new restroom is substandard. We decided that the utility team would run the line since they were charging too much. Mayor Bell met with the head of A2H regarding the issues and he agreed to negotiate a rate for our troubles. There were no further questions about the accounts, and the meeting continued.

The first item on the agenda was a call for delegations to address the board. There were no delegations, so the meeting continued.

The next item on the agenda was to consider final action on the 2025-2026 City Budget and Tax Rate.

1. Public Hearing on the proposed budget.
2. Consider the passage of the Budget and Tax Rate Ordinance on the final reading.

Mayor Bell opened the public hearing. There were no comments. Mayor Bell closed the public hearing

Recorder Garland stated that this was the same City Budget and Tax Rate Ordinance that passed on the first reading last month. Recorder Garland stated that at this time, there is no certified

tax rate from the Chester County Tax Assessor, but it would be set by the end of the month. The ordinance states the 2025 Tax Rate will be “Equal to the Certified Tax Rate by the Chester County Tax Assessor.”

Mayor Bell asked Recorder Garland to explain the conservative budget process. Recorder Garland stated that it is his standard practice to be very conservative when estimating revenues and overestimating expenditures. When the year-end is reconciled, revenues are higher and expenditures are lower, so the fund balance is growing.

A motion was made by Ald. Smith to adopt the 2025-2026 City Budget and Tax Rate Ordinance on the final reading, duly 2<sup>nd</sup> by Ald. Barber. Upon a roll call vote, the following was cast:

Ayes: Mark A. Barber, Donna Butler, Buel Maness, Michael Phelps, and Keith Smith.  
Absent and not voting: Jason Rhodes  
Noes: None.

Mayor Bell declared Ordinance #578, approved on the final reading.

The next item on the agenda was to consider a Resolution approving the 2025-2026 Operations and Capital Expenditure Budget for the Water/Sewer Fund and the Natural Gas Fund. Assistant CMFO Holder stated that there have been no changes to the budget since the budget committee meeting. A motion was made by Ald. Barber to adopt the 2025-2026 Utility Department Operations and Capital Expenditures Budget as presented, duly 2<sup>nd</sup> by Ald. Maness. Upon a roll call vote, the following was cast:

Ayes: Mark A. Barber, Donna Butler, Buel Maness, Michael Phelps, and Keith Smith.  
Absent and not voting: Jason Rhodes  
Noes: None.

Mayor Bell declared Resolution #2025-005 as passed.

The next item on the agenda was to consider an ordinance amending the 2024-2025 (Current Year) Budget to account for ongoing Grant Projects and other line-item overruns. Recorder Garland stated that this was discussed during the budget meeting to account for expenses received during the year that were not expected. After further discussion, a motion was made by Ald. Barber to approve the proposed budget amendment on the first reading, duly 2<sup>nd</sup> by Ald. Butler. Upon a roll call vote, the following was cast:

Ayes: Mark A. Barber, Donna Butler, Buel Maness, Michael Phelps, and Keith Smith.  
Absent and not voting: Jason Rhodes  
Noes: None.

The second reading will take place at the July meeting.

The next item on the agenda was to consider approval of repairs to Water Well #6. UD Green stated that this is the last water well with the pump sitting on top, and it was repaired in 2017 for approximately \$25,000. The quote to make the repairs to the existing pump is \$80,414.00, and the quote to replace the pump with a submersible pump is \$38,451.00. After further discussion, a motion was made by Ald. Smith to approve the repair quote and purchase of

the submersible pump for Well #6 from National Water Service for \$38,451.00, duly 2<sup>nd</sup> by Ald. Maness. Motion carried.

The next item on the agenda was to consider action on an ordinance amending the Municipal Zoning Regulations pertaining to the definition of “Tiny Homes”.

1. Public Hearing on the proposed amendment.
2. Consider passage of the ordinance amending the Municipal Zoning Regulations.

Mayor Bell opened the public hearing. There were no comments. Mayor Bell closed the public hearing

Building Official Beshires stated this began a few months ago when the board was asked to lower the square footage of a home that is required to be built in the City of Henderson for a lot that is not considered a tiny home lot. The only thing changing in the ordinance is that they removed the verbiage that was questioned. We have an R3 Zone and an RCT Zone that would allow the tiny homes in the city. The building code defines a tiny home as a minimum of 400 square feet, while the city defines a tiny home as under 800 square feet. It would have to be 800 square feet, except in these two zones. It could go as low as 200 square feet, but there are restrictions based on the occupant level. Ald. Butler stated that she does not want to create an eyesore situation in the city since we do not have enforcement powers, and that this makes her nervous. After considerable discussion, a motion was made by Ald. Barber to accept the ordinance amending the definition of tiny houses on the first reading, duly 2<sup>nd</sup> by Ald. Smith. Upon a roll call vote, the following was cast:

Ayes: Mark A. Barber, Buel Maness, Michael Phelps, and Keith Smith.  
Absent and not voting: Jason Rhodes  
Noes: Donna Butler

The second reading will take place at the July meeting.

The next item on the agenda was to discuss and consider approval of the fees adopted related to Zoning and Subdivision Regulations. Recorder Garland stated that the Planning Commission has approved the updated fee schedule. The current fees do not come close to covering the advertising costs or the fees paid to the members. The new fees do not cover it either, but make it better.

Building Official Beshires stated that the current fee schedule was approved on November 10, 2011. There are meeting costs, plat recording fees, and advertising costs that have increased.

**SCHEDULE OF FEES**

1. Plans Review

Simple split 2 Lots -----	\$ 100.00
0 to 4 Lots -----	\$ 200.00
5 to 24 Lots -----	\$ 250.00
25 to 49 Lots -----	\$ 350.00

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50 to 99 Lots ----- \$ 500.00

100 or More Lots ----- \$1,000.00

Planning Commission or Board of Zoning Appeals,  
Rezoning, Annexation, Variance or Site Plan Review ----- \$ 200.00  
to be paid with  
request prior to  
review.

After further discussion, a motion was made by Ald. Barber to approve the rate increase as presented, duly 2<sup>nd</sup>, by Ald. Phelps. Motion carried.

The next item on the agenda was to discuss a request from the Fire Department to approve a policy for an employee Stipend for Collateral Assignments. Chief Acred stated that this request is identical to what the police department had requested, with adjustments made for fire department personnel. Ald. Butler stated that since it was only \$3,000.00 for this year, she did not see a problem. Details are as follows;

As part of the Henderson Fire Department's retention incentive and to remain competitive in our field, it is only right that we pay our employees for their dedication and work to make the City of Henderson a safer place to live, work and visit.

Firefighters often go above and beyond their basic duties to help fulfill the mission of the Fire Department. They often have collateral assignments in addition to their main functions.

Full-time employees who perform certain collateral assignments and have certain certifications or training shall be eligible to receive a \$500.00/year stipend. Those employees with multiple assignments would be eligible for up to (2) stipends per fiscal year for a maximum of \$1,000.00 per fiscal year. Two stipends per employee would be the maximum allowed per fiscal year payout.

Eligible assignments would include but not limited to:

- . CPR Instructor (1)
- . Department Training Officer and Instructor (1)
- . HazMat Technician
- . EMR, EMT or above
- . Child Safety Car Seat Technicians (1)
- . C.I.T. Officers (Critical Intervention Team)
- . Fire Inspector
- . Grant Writing
- . Drone Pilot with up-to-date FAA license

The employee must currently be active in their collateral assignment(s) or relative skills to receive the stipend(s). To be eligible for a stipend, an employee must have the appropriate license, or certification for the assignment, they must also be in that position for (6) months prior to November 15th of each year for annual payment. Stipends will be issued on or about the 15th of November each year.

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Each employee must complete a request for a collateral assignment stipend by September the 15th of each year and submit it to the Fire Chief for approval. All stipends must be signed off and approved by the Fire Chief to receive a stipend for the collateral assignment.

Estimated current cost of the program for the 2025-2026 Budget Year:

# of Employees	# of Assignments	\$500.00/year	Total
2	1	\$500	\$1000
2	2	\$1000	\$2000

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After further discussion, a motion was made by Ald. Butler to approve the 2025-2026 proposed collateral stipend for full-time fire fighters, duly 2<sup>nd</sup> by Ald. Barber. Motion carried.

The next item on the agenda was to consider approval of the purchase of a new patrol car on state contract from Lonnie Cobb Ford for delivery after July 1<sup>st</sup>. Chief Davidson stated that this was in the budget that was approved this evening. He would like to proceed with ordering the patrol car, with a delivery date after July 1<sup>st</sup>. A motion was made by Ald. Barber to approve the purchase for \$62,963.00 to be invoiced after July 1, 2025, duly 2<sup>nd</sup> by Ald. Butler. Motion carried.

The next item on the agenda was to discuss and consider a quote received on sealing the Maintenance Shop Roof. Mayor Bell stated that the front portion of the building was fixed three years ago. The quote from E&T Contracting is to use a liquid silicone coating to be applied to the existing metal roof. The price is \$11,858.00. A 10-year warranty can be added for \$1,500.00. A motion was made by Ald. Smith to accept the quote and additional warranty from E&T Contracting for the roof repair at the maintenance shop for a total of \$13,358.00, duly 2<sup>nd</sup> by Ald. Butler. Motion carried.

The next item on the agenda was to update the board members on the status of the Fire Department door renovations to allow the new ladder truck to fit inside the fire stall. Building Official Beshires stated that he met with E&T Contracting and the engineer, and they looked at a couple of options to fix the bay doors so that the new ladder truck can fit in the building. They will get the drawing and the bid specs back to him with the options.

Mayor Bell stated that the TML conference is coming up, and if the board members were going, Recorder Garland would need to know as soon as possible, as he has to register as a group.

Any other Business:

Police Chief Davidson thanked the board for passing the budget and listening to them about their departments.

Building Official Beshires stated the same as Chief Davidson.

UD Green stated that they had a test kit for the EPA for PFASs, and they had taken samples from the water plant. There were no issues with the test results.

Fire Chief Acred thanked the board for passing the budget and for approving the collateral stipend. He thanked all the firefighters on his team (volunteers, part-time, and full-time) for all their hard work and for how lucky we are to have a great team.

PWD Scales thanked the board for passing the budget. Mayor Bell added that the PWD teams do a lot behind the scenes, and he appreciates them.

Recorder Garland stated Mr. John Welch had passed away. He served on the Board of Zoning Appeals for more than 20 years. He was a county commissioner and a founder of our community. Please remember him and his family. Mayor Bell will be writing a proclamation in his honor.

Ald. Phelps stated that he appreciated the recognition for Mr. Welch. He stated that the department heads do a great job and is very happy that they are so serious with the training opportunities. Keep bringing your team homes safe. We can always recognize our team members.

Ald. Barber agreed with what Ald. Phelps stated.

Ald. Smith stated that in looking at the financials we are going to be in pretty good shape. Water, Sewer, and Gas should be ok. Assistant CMFO Holder stated yes, we are ok because we have not started paying for a lot of the projects that are ongoing. He added his appreciation for all the teams.

Ald. Butler agreed and stated that we were blessed for the teams.

Ald. Maness stated everyone was doing a good job.

Mayor Bell added his appreciation for all the team members and the citizens who show up for the meetings.

There being no other business, a motion was made by Ald. Barber to adjourn, duly 2<sup>nd</sup> by Ald. Smith. Motion carried.

Signed: Terry F. Bell

APPROVED: \_\_\_\_\_  
MAYOR

Signed: Jim E. Garland

ATTEST: \_\_\_\_\_, CITY RECORDER