

TOWN OF LOUISVILLE
Board of Mayor and Aldermen

December 13, 2022
6:00 p.m.

Present: Mayor Pugh, Alderman Loope, Alderman Kelley, Vice-Mayor Franklin

Absent: None

Others Present: Town recorder Mike Long, Town Lawyer Rob Goddard, Don and Julie Teffeteller, citizens

Mayor Pugh called the meeting to order at 6:00 PM.

Mayor Pugh led the Pledge of Allegiance to the flag.

Alderman Franklin led the invocation.

Oath of Office:

Mayor Pugh recommended the appointment of Steve Carico to the vacant seat of Alderman. **MOTION** to appoint Steve Carrico by Franklin. Second by Kelley. VOTE: UNANIMOUS. **MOTION PASSES.** Mayor Pugh delivered the Oath of Office to Steve Carico.

Approval of Minutes:

Mayor Pugh asked for a motion to approve November 21, 2022 minutes. **MOTION** by Franklin to approve November 21, 2022 minutes. Second by Kelley. VOTE: UNANIMOUS. **MOTION PASSES**

Mayor's Report:

Mayor Pugh reminded everyone that there would be no Planning Commission meeting for December. She also stated that the Town has been approached by the Blount County Library to place a grab-n-go library locker at the Town Hall. This locker can be used to check out and return library books. It would be a benefit to the citizens of our Town. The parade was a huge success with over 75 entries, including many floats. The Santa haybale was a big surprise. The Town Hall will close Friday, December 23, at Noon, to Sunday, January 1. The Town Hall will reopen Monday, January 2, 2023. Citizen Nathan Thomas commented that he was excited about the amount of candy that was thrown out to the citizens. His daughter collected at least 5 lbs. of candy. The mayor also commented that the Town appreciated the support of Alcoa Kiwanis for

providing Santa and Mrs. Claus. The food trucks were also successful and reported that they had a lot of business for the event. It is nice to be able to support small businesses.

Mayor's Report and Approval of Monthly Financial Report:

Vice-Mayor Franklin reviewed the financial reports for November.

Review of November 2022 Financial Statements:

All of the Town's bank accounts signature cards have been changed to reflect the new signers and require 2 signatures on all account withdrawals. Thanks to our Recorder Mike Long for his diligence in getting this done.

We have received the second and final installment of the ARPA Grant (COVID) and those funds have been sent to LGIP for investment.

On the last 4 pages of the financial statements are the Profit & Loss Budget vs. Actual reports for July thru November of 2022. The Town is required by state law to appropriate through its approved budget all expenditures before the money can be spent. Since we are 5 months into this fiscal year, then we would hope to see 5/12's or 42% of the budget being used so far. For revenue we would want 42% or more received and for expenditures we would want 42% or less spent, except for departments where certain expenditures are not paid monthly. Here is a summary of the results thru November:

<u>Department</u>	<u>% Received or Expended to Date</u>	<u>% of Budget Expected as Adjusted</u>	<u>Comments</u>
Income (excluding Grants)	65%	60%	
Expenditures:			
Financial & Administrative	44%	42%	
Planning & Zoning	55%	42%	May need budget increase
Town Hall Operating & Garage	35%	42%	
Other General Government	67%	52%	May need budget increase
Fire/Police Protection	77%	60%	May need budget increase
Animal Control	96%	100%	
Highway & Streets	73%	69%	
State Street Aid	100%	100%	
Parks & Recreation	23%	42%	
Capital Outlay	7%	7%	Will need budget increase
Net Income-Poland Creek	28%	30%	Seasonal - OK

We will be needing to do a budget amendment for some of the departments. Mike and I will be working on that for a BMA meeting next year.

Citizen Captain Jack asked for someone to elaborate a little on the Federal government money the Town received and how it will be spent. Franklin commented that the money can be spent for more things than originally stated including the specific needs of the Town and operating costs. Captain Jack asked if the Town has a plan? Franklin commented that \$500,000 to \$600,000 has been committed on a playground for the Town that was ordered in October. A sewer project is another potential use of the money and a meeting is set for the end of January to discuss. Citizen Diana Morgan stated that 12 years ago, the budget was \$1,000,000. No huge increases in revenue are evident since then. Recorder Long commented that the businesses that have moved into the Town do not generate sales tax revenue, our main source of income. Alderman Loope commented that the revenue for the Town should be consistent at this time.

MOTION by Kelley to accept the November monthly financial reports. Second by Loope.
VOTE: UNANIMOUS. MOTION PASSES.

Citizen Comments:

Citizen Seth Borisen asked if the lower lying areas of the lake were ever dredged? Many of these areas did not fill up and had a lot of stagnant water. Alderman Loope stated that TVA and Core of Engineers were responsible for any problems regarding the lake.

Resolution and Ordinances:

A RESOLUTION OF THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF LOUISVILLE, TENNESSEE, REVISING THE REGULAR OFFICE HOURS OF THE TOWN HALL

Mayor Pugh read the changes in the hours of operation for the Town Hall. Aldermen Kelley asked what the reasoning was for changing the hours? Mayor Pugh commented that Wednesday and Friday were slower days. The change in hours can be revisited if the needs of the community require it.

MOTION by Loope to approve the resolution as proposed. Second by Kelley.
VOTE: UNANIMOUS. MOTION PASSES.

Other Action Items:

Mayor Pugh stated that the Town needs to develop a list of qualified contractors that the Town can use on an on-call basis and can be updated annually or as needed. Alderman Loope commented that this list can also be used for emergencies. The file for these contractors would have fees, insurance, available services and equipment the Town could use as needed (on call basis). Example of a situation requiring these services would be if the playground required other equipment the Town does not have. Citizen Captain Jack asked if this would take the place of putting jobs out for bid? Alderman Loope stated that this would not replace bidding. It would be used on an emergency needed basis or other needs of this nature that may arise. Citizen Captain Jack also asked where the responsibility lies when water runs along or under the road gets stopped up? Culverts are the responsibility of the homeowner if caused by them. The Town maintenance department has a piece of equipment that helps to clean out culverts. They work with homeowners to get culverts clean so water can flow through year round.

MOTION by Aldermen Loope to establish a list of contractors to be used for emergencies; Second by Kelley. VOTE: UNANIMOUS.

Playground update by Alderman John Loope:

The Board approved the playground to be moved to the front of Town property across from fire department. Alderman Loope had two contractors look at site to get a ballpark cost to prepare the site. The cost would be \$10,000 to \$20,000. This will be put out for bid at later date. The dirt removed from this site will be used to prepare a future site for pickleball or other facilities added to the park for recreation. The Town maintenance department may be able to help in site preparation. The playground will not be in production until April. Therefore, the site preparation will not begin until March.

The approval to go forward with a stage for the park had already been given to engineering firm in October. The architect had completed plans for this project. The Town will have to pay the fees incurred for this project to the point that the Mayor requested a stop work order for the stage. Mayor has been in touch with Engineers and Architect and the cost will be around \$10,000 in addition to the \$56,000 already paid.

Alderman Loope introduced Roger Bird who will be replacing Tom Swicegood as the Town engineer. Roger is a retired engineer and brings a lot experience to the job.

Alderman Loope recommended that intersection lighting be considered with the Town's intersections. Some intersections are well lit while others are dark and hard to see. The cost would be minimal at approximately \$10 per intersection addressed. The installation would also be minimal if existing poles are used. Citizen Thomas asked if homeowners would be notified before installation of lighting and if the street lights would follow the lighting ordinance in place? Alderman Loope stated that he did not think street lights fell under the lighting ordinance but Mayor Pugh said that the ordinance would be followed if the street lights require it. Citizen Captain Jack stated that some lights in the Town do not affect a citizen's vision while others do. Alderman Kelley stated that the Town should look at putting these lights by location.

Mayor Pugh stated that Barry Loope requested new tires for two trucks in the maintenance department. C&D Tires had the best prices. Approval by the Mayor was given to Barry, and the tires have been purchased and replaced. Additional equipment will need to be replaced in January as the weather changes.

Mayor Pugh announced that a workshop will be held January 31, 2023 at 2:30 p.m., at the Town Hall. A public notice will be submitted to The Daily Times.

MOTION by Aldermen Kelley to adjourn the meeting; Second by Loope. VOTE: UNANIMOUS. Meeting adjourned at approximately 6:49 p.m.



Mayor



Town Recorder