

TOWN OF LOUISVILLE
Board of Mayor and Aldermen

November 21, 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.

Alderman Franklin led the invocation.

Mayor Pugh led the Pledge of Allegiance to the flag.

Approval of Minutes:

Mayor Pugh asked for a motion to approve October 15, 2022 minutes. Alderman Franklin commented that he was concerned about the section Other Action Items, item 1(one). He attended the October meeting and did not remember some of the information before the last two sentences. Mayor Pugh also indicated that she listened to the recording and some of this information was not mentioned at the meeting. **MOTION** by Aldermen Franklin to amend the October minutes by deleting all but the last two sentences of this item. Second by Loope. VOTE: UNANIMOUS. **MOTION PASSES.**

MOTION by Franklin to approve October 15, 2022 minutes as amended. Second by Loope VOTE: UNANIMOUS. **MOTION PASSES**

Mayor Pugh asked for a motion to approve November 21, 2022 minutes. Alderman Kelley commented that the item under section Citizen's Comments had an incorrect name. Bill Mattison made the comment concerning lawyers instead of Nathan Thomas. **MOTION** by Alderman Kelley to approve amendment to name correction in section under Citizen's Comments. Second by Franklin. VOTE: UNANIMOUS. **MOTION PASSES.**

MOTION by Kelley to approve minutes as amended. Second by Loope. VOTE: UNANIMOUS. **MOTION PASSES.**

Mayor's Report:

Mayor Pugh reminded everyone that the Christmas parade will be December 11, 2022 at 2:00 p.m., line up 1:00 p.m.

Town Hall Park Development:

Alderman Loope updated the board concerning the Town Hall park development. He stated that the original bid from T-Square Engineering was \$48,750 but to date they have been paid \$56,315 which is more than the original bid. The invoice did not show the reason for the additional charge. It is recommended not to pay the remaining invoice until the Town is given explanation for the additional charge. The playground original quote was \$514,000. The minutes for October stated that negotiations would take place to reduce costs to no more than \$500,000. There was no evidence of negotiations; instead 2 pieces of equipment were removed to reduce costs. The original bid for this proposal included construction, bidding and negotiations. There is no record indicating this occurred. The proposal on the front end already had the architect and Playworld listed. How can this be done without bidding and comply with state law?

Rob Goddard stated that the Town used the Municipal Purchasing Law of 1983, sections 6-56304 and 6-67-306 for this bidding process. If there was an advertisement and only one proposal was turned in, and if the Board approved the proposal, it would be valid if authorized to enter into this contract. This proposal included the master concept for the stage and playground.

Alderman Loope also found that authorization had been given to the architect to begin drawing up the plans for a stage. Mayor Pugh has written a letter to discontinue work on the stage at this point. The Town will have to pay for work already completed.

The playground contract for \$500,000 was signed on October 28th by Mayor Bickers. This was for equipment and installation. Rob Goddard stated that the Town needs to request a copy of all signed documents from T-Square Engineering.

Alderman Loope stated some good news was that a bid for site prep work by Tom Swicegood had not been done. The figure had been stated to be around \$50,000. Underground lines were located at a cost of \$600. The Board is in agreement to change the location of the playground to the front of the building.

Mayor Pugh stated she had not been made aware of the proposal covering the playground and stage to be allowed without competitive bidding when she was alderman. If the architect drawings are finished, we may owe approximately \$60,000 based on the 6% fee.

Mayor Pugh asked Alderman Franklin to review the financial statements for the board. The following is the review given by Aldermen Franklin:

Review of October 31, 2022 Financial Statements by Vice-Mayor Franklin:

Page 1 shows that the Town has 7 different bank accounts at 4 different institutions. As a general rule, that is too many accounts at too many different institutions. LGIP (Local Government Investment Pool provided by the Tennessee Department of the Treasury) usually offers the best return on investment of our excess funds, with the most recent rate I have seen of 2.5%. Banks are not offering much of a return on investment of less than 1%. I will be making recommendations in the future about combining and reducing the number of accounts we use. Mike Long has been working diligently and we are in the process of changing the signature cards to reflect the new signers and requiring 2 signatures on all account withdrawals.

On the last 4 pages of the financial statements are the Profit & Loss Budget vs. Actual reports for July through October 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 4 months into this fiscal year, then we would hope to see 4/12's or 33% of the budget being used so far. For revenue we would want 33% or more received and for expenditures we would want 33% or less spent (except for departments where certain expenditures are not paid monthly). Here is a summary of the results thru October:

<u>Department</u>	<u>% Received or Expended to Date</u>	<u>% of Budget Expected as Adjusted</u>	<u>Comments</u>
Income (excluding Grants)	37%	33%	Favorable difference
Expenditures:			
Financial & Administrative	34%	33%	May need mid-year budget increase
Planning & Zoning	44%	33%	May need mid-year budget increase
Town Hall Operating & Garage	28%	33%	

Other General Government	61%	40%	May need mid-year budget increase
Fire/Police Protection	77%	51%	May need mid-year budget increase
Animal Control	96%	100%	
Highway & Streets	70%	60%	May need mid-year budget increase
State Street Aid	100%	100%	
Parks & Recreation	4%	33%	
Capital Outlay	3%	0%	May need mid-year budget increase
Net Income-Poland Creek	42%	33%	Favorable difference

We will be needing to do a mid-year budget amendment for some of the departments. Mike and I will be working on that for the January Board meeting.

Mayor's Report and Approval of Monthly Financial Report:

Financial report for month ending October 31 was reviewed.

MOTION by Kelley to accept the October monthly financial report. Second by Loope. VOTE: UNANIMOUS. **MOTION PASSES.**

Resolution and Ordinances:

None.

Citizen Comments:

Gilbert Graham commented as to whether the covid relief money would have to be returned or not. Aldermen Franklin stated the rules for usage of this money have been relaxed overtime, and it may not be reviewed until 2026 by the government for compliance. He also stated that he is researching usages and rules for the money we have received. The money is currently held in a separate account. Recorder Mike Long stated that the money should be able to recover some of the lost revenue from the festival as well as the cost of the playground. At this time the money can be used for parks and recreation, sewer, and lost revenue based on government guidelines.

Other Action Items:

None.

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



Mayor



Town Recorder