

Minutes  
Bluff City Board of Mayor and Aldermen  
Regular Meeting  
December 6, 2022

Mayor Broyles called the meeting to order at 6:00 p.m.

Members present were Carol Keith, Sandra Madison, Ben Adams, Heather Moritz and Julie Venable

Prayer was given by Mayor Broyles. Pledge of Allegiance was led by Chief Greg Depew.

Mayor Broyles opened the floor for the following:

Mayor Broyles presented a certificate of appreciation to the Bluff City Diner.

Mayor Broyles presented a proclamation to the Honor Flight of the Appalachian Highlands.

Discussion / Action – Minutes for November 1, 2022

Alderman Keith stated I don't agree with the minutes after the last meeting, some of the things in there. Mayor Broyles asked would you mind to be specific so that we can change them. Mrs Keith stated I think we need to go over it a little bit more where the minutes stating 60 % of the Town Manager's salary would come from General Funds. I need more information on this. I will not vote on it. Motion to approve was made by Vice Mayor Adams. Second by Alderman Moritz. Vote went as follows: Alderman Keith – No, Alderman Madison – No, Vice Mayor Adams- Yes, Alderman Moritz – Yes, Alderman Venable – No. Motion failed.

Public Comments

Carolyn Payne of 4818 Bluff City Hwy stated I want to congratulate the Board for having MTAS come in and explain a great deal of information. Mrs Payne stated some cities found it helpful to include a citizens committee in the application and interviewing process for a City Manager. Mrs Payne requested workshop agenda and a recording be posted on City's Website.

David Harmon of 200 Holston Drive voiced concern of a statement made at the last meeting about raising taxes to hire a City Manager. Mr Harmon asked if they could change meeting times from 6:00 to 7:00. Mr Harmon asked if they could go back to 2 citizen's comments, one at the first part of the meeting and one at the last.

Jerry Malone of 372 Smith Street reported that the Museum is doing well. Mr Malone asked the Board to set a date that they would like to come up and see what they have done.

Shirley Clark of 932 Lona Lane asked why they were not informed about the one point eight million dollars that would have been left in general revenue at the end of the year.

Mrs Clark stated I don't understand why that information had to come from MTAS.

**Discussion / Action: Retain Mattern & Craig Engineer / Surveyors to provide Professional Engineering Services for design and implementation of projects funded through the American Rescue Plan Act, including water and / or wastewater system improvements**

Mayor Broyles stated this project is already in progress, and it has come to us from TDEC that we should formalize our decision and submit it to TDEC so the grants can progress. Alderwoman Venable stated they have been our engineer for years and every major project the under estimate how much it costs and we have to redo it. Alderwoman Keith stated we have one problem after another. Mrs Keith stated it would help if someone would explain all the delays we have had. Mayor Broyles stated Mattern & Craig has made a 180 degree turn in a very short time. Since the change things have been great. There is daily communication with us. The projects are on track. Mrs Keith stated people would feel better getting up to date on what's going on. Mayor Broyles asked Calvin with Mattern & Craig to address the Board. He addressed the question about the former project manager by stating he did go to North Carolina for a period of time and was juggling several projects. He is working in Bristol now. He said he left us for health reasons. He was not fired. We identified where the projects were and what we needed to do to move them forward. We are monitoring our projects daily. We are seeing all bids come in from 20 to 50% over budget due to inflation. Some delays are from a lack of employees. Alderwoman Venable voiced concern about always going with the lowest bid. Calvin with Mattern & Craig stated it is our duty to recommend the lowest competitive bid that meets the contract requirements. Mayor Broyles stated that Mattern & Craig is currently helping us with ARPA Funds and all we are saying here is that we would like them to continue to help us. Mayor Broyles asked for a motion. Motion to approve was made by Vice Mayor Adams. Second by Alderwoman Moritz. Vote went as follows: Alderwoman Keith – Abstained, Alderwoman Madison – No, Vice Mayor Adams – Yes, Alderwoman Moritz – Yes, Alderwoman Venable – No. With a tie vote, Mayor Broyles voted Yes. Motion carried.

**Discussion / Action: Vice Mayor Appointment for the ensuing term**

Motion to appoint Alderwoman Carol Keith was made by Alderwoman Venable. Mrs Keith asked if they could table this. Mayor Broyles stated it says in the Charter as soon as possible. Second was made by Vice Mayor Adams. Mayor Broyles asked Alderwoman Venable if she was standing with her motion. She said no I am not going to force her. I am withdrawing. Alderwoman Keith asked if they could do it at the next meeting. Mayor Broyles asked if there was a motion to postpone. Alderwoman Keith stated we do not have to have a Vice Mayor. Mayor Broyles stated we have to have a Vice Mayor. City Attorney Paul Frye stated we have to have a Vice Mayor according to the Charter. Mr Frye stated that Mr. Adams would continue to

serve until you appoint one. Motion to appoint Alderwoman Keith as Vice Mayor was made by Vice Mayor Adams. Second by Alderwoman Madison. Vote went as follows: Alderwoman Keith – No, Alderwoman Madison- Yes, Vice Mayor Adams – Yes, Alderwoman Moritz – Abstained, Alderwoman Venable – Yes. Motion carried. Mayor Broyles stated Vice Mayor if you wouldn't mind we will co-ordinate responsibilities, keys and all that kind of stuff. Vice Mayor Keith stated I don't want any keys to the building or codes.

#### Report from Mayor / Town Manager- Jeff Broyles

Mayor Broyles asked Calvin with Mattern & Craig to give a progress report on the ongoing projects. He stated the Main Street water line is about 80% complete. The garage pump station is about 50% complete and the Railroad Street sewer has not started. Two of the ARPA Grant Applications have been filed through the Development District. One is for the Water Treatment Plant improvements and one is for additional sewer line replacements. This money is being granted from the State.

Mayor Broyles reported that the Parade will be on Saturday. Mayor Broyles complimented staff on their work.

#### Report from City Attorney Paul Frye

Mr Frye reported that he had collected approximately \$2,800 in delinquent property tax.

Mr Frye wished everyone a Merry Christmas.

#### Discussion / Action: Financial Report – Sharon Greene, CMFO

Ms Greene presented the following fund balances as of October 30, 2022: General Fund - \$2,369,110.00, Sanitation Fund - \$33,278.00, Special Police Fund - \$4,880.00, Debt Service Fund- \$111,836.00, Sinking Fund - \$3,094.00, Water / Sewer Fund - \$832,190.00. Motion to approve was made by Alderman Adams. Second by Alderwoman Venable. Vote went as follows: Vice Mayor Keith – Yes, Alderwoman Madison – Yes, Alderman Adams – Yes, Alderwoman Moritz – Yes, Alderwoman Venable – Yes. Motion carried.

#### Report from Chief of Police: Greg Depew

Chief Depew presented the monthly report. (SEE ATTACHED)

Chief Depew stated all of their projects are going well. The Watson System should be up and ready in January or February. The department is looking into grants. Everything with the DTF Officer is going well.

#### Report from Public Works

Terry Banner reported that they had replaced 3 setters. We fixed 2 leaks. The pump stations have not overflowed. The level of the water tank is averaging 45 feet. Thomas Construction has a line ready for them to flush and get samples. The water plant is running well.

Discussion / Action: Financial Administration – Sharon Greene – No Report

Report from Sullivan County Commissioners – None Present

#### Aldermen Comments

Vice Mayor Keith thanked everyone for being here. Mrs Keith wished everyone a Merry Christmas.

Alderwoman Madison thanked everyone for coming. Ms Madison wished everyone a Merry Christmas.

Alderman Adams stated in hiring a City Manager we need to get somebody that knows how to work with grant money. That should be a really top priority for someone in that position. Mr Adams wished everyone for coming.

Mayor Broyles thanked Mr Adams for his service as Vice Mayor.

Alderwoman Moritz thanked everyone for coming and wished them a Merry Christmas and a Happy New Year.

Alderwoman Venable said I hope everybody has a wonderful Christmas. For the ones who knew former Mayor Irene Wells, next week she will be gone a year. I hope you think of her family. I hope to see you next year.

#### Old Business

Vice Mayor Keith asked if we had talked to MTAS to let them know we are moving forward on hiring a City Manager. Mayor Broyles stated the way I came away was that they were wanting

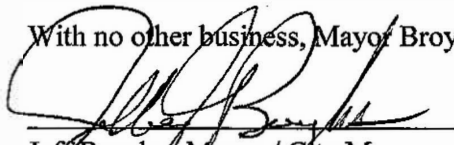
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you all to talk about establishing a time line, the hiring practice, job description. Vice Mayor Keith stated we are ready to bring them back. Mayor Broyles stated we will schedule it.

#### New Business

Vice Mayor Keith stated a man named Joey Baker had dropped a resume off at her house. He is wanting to know about a contract on paving. Mayor Broyles stated he has contacted me and was interested in the public works job that we have open. He said he was looking for something part time because he had retired from the county. When I came to the office today I had a resume and application from him. Mayor Broyles stated just to be clear; the Board would like for us to coordinate another MTAS meeting. Board members stated yes.

With no other business, Mayor Broyles adjourned the meeting at 7:09 p.m.



Jeff Broyles, Mayor / City Manager

Attest this 6<sup>th</sup> day of December, 2022



Sharon Greene, Recorder / CMFO



**Bluff City Police Department**  
MONTHLY REPORT



2022      November  
Year      Month

NUMBER OF:	CITY	PINEY	COUNTY	TOTAL
CALLS FOR ASSISTANT(S)	118	110	0	228
ISSUED CITATION(S)	75	74	0	149
WARNING CITATION(S)	33	28	0	61
PATROLED MILE(S)	3153	2082	0	5235
ARREST(S)	7	5	0	12
OFFENSE REPORT(S)	10	2	0	12
ALARM(S)	5	3	2	10
ACCIDENTS	4	5	0	9
ANIMAL CALL(S)	4	0	0	4
MSD REPORT(S)	13	10	0	23
FUNERAL ESCORT(S)	3	1	0	4
DOMESTIC ASSAULT(S)	2	1	0	3
VEHICLE SEIZURE(S)	0	0	0	0
MISSING PERSON(S)	0	0	0	0
D.U.I.(S)	0	0	0	0
DRUG VIOLATION(S)	2	0	0	2
USE OF FORCE REPORT(S)	0	0	0	0

Approved by: Chief Depew

12/1/2022

*Chief My Depew*