

CITY OF CARUTHERSVILLE
May 7, 2018

Be it remembered the Council of the City of Caruthersville met in regular session Monday May 7, 2018 at 5:00 p.m. in the Court room of the Municipal Court Building at which time and place the following were present:

Sue Grantham	Mayor
Takella Motton	City Clerk
Lawrence Dorroh	City Counselor
Tony Jones	Sergeant at Arms
Hood	Councilperson
Merideth	Councilperson
Rodgers	Councilperson
Duckworth	Councilperson
Bullington	Councilperson
Lyons	Councilperson
Rittenberry	Councilperson
Grable	Councilperson

The number of members necessary to consider a quorum being present, the Mayor called the meeting to order and announced the meeting was in session for the transaction of business.

The first order of business was the approval of the April 16, 2018 regular session minutes. Councilperson Merideth motion to approve, second by Councilperson Duckworth which resulted in the vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Yes
Rittenberry	Yes		

Councilperson Bullington motion to approve the special session minutes of April 25, 2018 second by Councilperson Hood, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Yes
Rittenberry	Yes		

Councilperson Hood motion for approval of the reports and bills, second by Councilperson Duckworth, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes

Bullington	Yes	Lyons	Yes
Rittenberry	Yes		

Mayor Grantham made reference to Pam Peeler no longer cleaning the court house, and that SG360 Clean had a proposal at minimal cost. The monthly rate would be \$185 per month and the cleaning would take place twice a month as follows: 1. Vacuum carpets and spot shampoo as needed. 2. Polish VCT tile in entry way. 3. Clean windows, restrooms, offices, courtroom, and sanitize all areas. SG360 Clean will provide all labor, small equipment, and consumables needed, such as toilet paper, chemicals, and paper towels. Councilperson Merideth motion for approval, second by Councilperson Duckworth, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Yes
Rittenberry	Yes		

Mayor Grantham made nomination for Don Grable as Councilperson for Ward III. Councilperson Rodgers motion for approval of appointment, second by Councilperson Bullington, and the motion carried unanimously. The oath of office was administered by the City Clerk.

The next nominations for appointments are as follows: City Clerk/ Takella Motton, Court Clerk/Nyoka Rushing, City Counselor and Prosecuting City Attorney/Lawrence Dorroh, Municipal Judge/Mike Hazel, City Engineer/John Chittenden, Building Commissioner/John Ferguson. The Department heads are as follows: Fire Chief/Charlie Jones, Waste Water Manager/Paul Shaw, Street & Sanitation, Building Inspector/Terry Rushing, Code Enforcement/ Sonya Fuller, and Parks & Recreation Director/Wesley Deere. Councilperson Duckworth motion for approval, second by Councilperson Hood, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Yes
Rittenberry	Yes	Grable	Yes

The following are the Boards and Commissions nominations for appointments.

<u>Tree Board</u>	<u>Cemetery Board</u>	<u>Airport Board</u>
Jane Ellen Lazenby	Polly Lunceford	Glenn Haynes
Cathy Clark	Sandra Hooker	John Ferguson
Martha Fowlkes	Katherine Parkinson	Chris Cobb
Karen Meeks	Melissa McClain	Dick Reade
John Buchanan	Luther Robinson	Fred Czerwonka
		Ex Officio/Josh Rittenberry
<u>Planning & Zoning Board of Commission</u>		
John Ferguson	Mike Trainor	Steve Motton
Dustin Price	Christina Wade	Tom Tidwell
Lisa Curtis	Barry Gilmore	Ex Officio/Johnny Hood

Parks & Recreation

Charles Davis
 Steve Rodgers
 Trina Hollomon
 Thomas Guest
 Michael Buttrom
 Lemira Parks
 Jessica Rose
 Ronda Gilmore
 Jimmy Jackson

Library Board

Karen Clayton
 Terri Callens
 Jock Grantham
 Ewanda Young
 Wenlan Reno
 Sally Fisher
 Paige Gillock
 Shandre Isabel
 Betty Toles

Board of Adjustments

Harlan Crayne
 John Ferguson
 Lancy Mansfield
 Crystal Fugate
 Kelly Smith

Councilperson Bullington made motion to accept appointments, second by Councilperson Merideth, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Abstain
Rittenberry	Yes	Grable	Yes

Mayor Grantham's appointments for Council committees are as follows:

Finance

J. J. Bullington
 Johnny Hood
 Jimmy Lyons
 Josh Rittenberry

Street & Sanitation

Matt Duckworth
 Barbara Rodgers
 Don Grable
 B. T. Merideth

Insurance

Josh Rittenberry
 J. J. Bullington
 Jimmy Lyons
 Barbara Rodgers

Police & Fire

Johnny Hood
 Jimmy Lyons
 Matt Duckworth
 Don Grable

Water & Sewer

B. T. Merideth
 Don Grable
 Barbara Rodgers
 Matt Duckworth

Doug McDowell addressed the Council about the City's financial position being in dire straits. The City has 20 separate funds 12 of them are Special funds which are self-sustaining such as bonds, which cannot be spent and special project funds from Sales Tax and Sales Tax Capital Improvement. There are 8 funds that are of concern, and within a 3 year period they have go down as follows: the General fund 100%, Street Fund 100%, Cemetery Fund 42%, Library Fund no fund balance, Sanitary Fund 62%, Economic Development Fund 100%, Water Fund 67%, and Sewer Fund 100%. There has been deficit spending in the first 6 months of this fiscal year by \$520,000 by these same funds. The General Fund which is the largest has 8 departments, and the percentage of spending is as follows: Administration 13%, Police 45%, Fire 13-14%, Humane 2.5-3%, Recreation 22%, Maintenance < 1%, Infrastructure <1%, and Municipal Court 4%. The General Fund revenues are as follows: Gaming Tax 60%, Franchise Tax 17%, Property Tax 10%, Housing/School Police Reimbursement 5%, Recreation Admission 3%, Municipal Court Fines 2%, and all other 3%. The General Fund expenditures are as

follows: Salaries and Benefits 63%, Equipment Maintenance and Supplies 9%, Insurance (Property and Casualty) 7%, Utilities and Telephone 6%, and all other (<3% each) 15%. One third of every fund and almost two thirds of the General Fund goes towards salaries and benefits. Overtime is an issue, may have to look at getting part time help instead of paying over time for those with high salaries. The City's vendor expenses for the last 3 years are at \$2,507,433.08. The City may need to look at renegotiating its contract with AT&T, may have to cut back on mowing City properties or getting reimbursed for residents' properties that are mowed; there may have to be a rate increase for the trash service. As far as the chemicals for the Water department, should consider buying in bulk to get discounts, secure the product, and have inventory control. Property tax collections as of December 31 for the last 2 years are about half of what they were in previous years, in part by timeliness of deposits. Other general fund items to watch are Permits and Fees, Fire Protection Fees, Humane Shelter Fees, and Surplus Property Fees. Doug McDowell stated that there were two ways to improve the City's financial position; increase revenues or decrease expenditures. McDowell commended the City on changing the health care plan providers; he has clients that have had to go as drastic as only providing 50% coverage with \$5,000 and \$6,000 deductibles. The City also may want to consider a scanning system for the Recreation Center to prevent people just from walking in, and a better system of billing. McDowell suggested that as far as expenses, the Council shouldn't be put on the spot for approving expenditures without it coming before the Finance Committee first for whatever amount they decide upon. There also should be a check of fund balances on the accounts to make sure they're not overdrawn.

Police report; Tony Jones reported that Matthew Vincent could go through a K9 training course with expenses being paid with his GI bill for the dog and training. The equipment at \$4,036.25 and lodging for the 8 weeks could be paid through Asset Forfeiture. Upon discussion about the influx of drugs and how the K9 would be used, Counselor Dorroh pointed out that Asset Forfeiture could only be used for specific items. Councilperson Duckworth motion for approval, second by Councilperson Rodgers which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	No	Lyons	Yes
Rittenberry	Yes	Grable	Yes

Chief Jones nominations for appointments are as follows: Jerry Hudgens/Assistant Chief, Terry Privett/Captain and Investigator, Jeremy Darnell/Lieutenant, Chris Thacker/Lieutenant, Paul Meacham/Sergeant, James Beaver/Corporal, David Ward/Corporal, Jazzma Thompson/Patrolman, Matthew Vincent/Patrolman, Kaleb Johnson/Patrolman, Dustin Fitzwater/Patrolman, Shane Wiseman/Patrolman, Rodney Jackson/Patrolman, and Jerry Hudgens Jr./Patrolman. Councilperson Rittenberry motion for approval, second by Councilperson Rodgers, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Yes
Rittenberry	Yes	Grable	Yes

Fire report; Chief Charlie Jones recommendations for appointments are as follows: Mike Wright/Assistant Chief, Richard Lee/Captain, Lynn Moss/Lieutenant, Kevin Curtis/Lieutenant, Charlie Jones/Engineer, Jim Lyons/Engineer, James Rushing/ Engineer, Kevin Curtis/Engineer, Ron Warren/Firefighter II, Randy Guest/Firefighter II, Tony Smith/Firefighter II, Ricky Floyd/Firefighter II, Terry Rushing/Firefighter II, Jerry Hudgens/Firefighter II, Tina Cook/Firefighter II, Paul Shaw/Firefighter II, Tommy Halford/Firefighter II, Troy Meales/Firefighter I, Jess Cagle/Firefighter, Terry Privett/Firefighter, Michael Coleman/Firefighter, B. T. Merideth/Firefighter, Thomas Guest/Firefighter, Brian Shelton/Firefighter, and Jerry Hudgens Jr./Firefighter. Councilperson Duckworth motion to accept appointments, second by Councilperson Hood, which resulted in the following vote:

Hood	Yes	Merideth	Abstain
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Abstain
Rittenberry	Yes	Grable	Yes

Fire Calls from April 20, 2018 through May 7, 2018 are as follows: 4/20/18; Vehicle fire on I55/412, 4/20/18; Grass fire in ditch on Route U, 4/21/18; Mutual request for structure fire in Kennett, 4/21/18; Fire alarm sounding on Broadway, 4/22/18; Smoke alarm sounding at East Haven, 4/23/18; Fire Alarm sounding on Lincoln, 4/24/18; Vehicle fire with moderate damage on 12th and Jefferson, 4/24/18; Pan left unattended on cooktop stove with minor damage on Adams, 4/30/18; 18 Wheeler on fire with smoke and water damage on County Rd 518, 5/1/18; Fire alarm sounding at Cotton Warehouse, 5/4/18; Small trash fire on E. 13t St. The training session for April was Firefighting Hazards, Mayday Calls, and Training in a Smoke Filled Room with Entanglement. Ed Woods with Woods Service conducted the preventive maintenance and pump testing on all four pumpers for ISO certification, with all passing. A fireworks display will be held after the Graduation Ceremonies at Hopke Field on Thursday May 10, 2018. Firefighters will be present to discharge the fireworks.

Water & Sewer report; Paul Shaw reported that the Waste Water department has a truck which is surplus property that needed to be put out for bids. Councilperson Bullington motion for approval, second by Councilperson Rittenberry, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Yes
Rittenberry	Yes	Grable	Yes

Paul Shaw made nominations for appointments as follows: James Elliot/Water Superintendent, Richard Lee/Waste Water Superintendent, and Virginia Glass/Bookkeeper. Councilperson Hood motion for approval, second by Councilperson Bullington, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Yes
Rittenberry	Yes	Grable	Yes

John Chittenden, City Engineer addressed the Council about the waste water system. There are things that need immediate attention and other things that can be worked out over a period of time. The disinfection system is of immediate need, which is required by permit, and September 2019 is the deadline, a task that most dischargers will not make, but are working towards it. There's also a need for a sludge application vehicle, the plant cannot operate effectively without it. Waste Water needs a UV system and grit has to be cleaned out of the oxidation ditches. The Water Plant on 3rd St. needs to be up and running, the one Water Plant is at a vulnerable position being just the one Water plant. The money that needs to be spent on the Sewer for phase 1 is 2 million dollars. The money that is needed to be spent at the Water Treatment Plant to be back up for service is \$300,000. The money would have to come from a rate increase or a tax rate. The City's water and sewer rates are too low for benchmarks for grants, which is usually 2 percent of the median income. To maintain the sewers, lift stations need to be rebuilt, and leaks need to be fixed. The sum total for everything is 10 million dollars. If a half cent economic development sales tax is passed it can be spent on almost anything that's for the improvement of a community. If there's a rate increase of \$3.20 a month from Water & Sewer in addition, then Phase 1 can be obtained and the second Water Plant can be up and running. Counselor Dorroh will have a draft of an ordinance by the next meeting for the sales tax proposal. John Chittenden will be coming back to meet with the Finance Committee with a more comprehensive plan for the City's waste water system.

Street & Sanitation/Airport/Building Inspector; Terry Rushing reporting on the normal everyday functions of picking up limbs and debris. The Spring Cleanup will end May 11, 2018, and the pickup of leaves and debris will continue as usual. Several potholes have been filled, and there are a lot more that has to be filled. The department has continued running the tractor cutting tall grass, flag poles have been repaired at the riverfront and Veterans Park. The pavilion ceiling was repaired at the riverfront, and all the lights on the riverfront were changed to LED by Ameren. The hydraulic system on one of the trucks went out and was sent for repairs in Dyersburg, and the lease equipment will be coming in soon.

Code Enforcement; Sonya Fuller reported sending out 14 letters to abate the nuisance, and is currently working on 26 more. She has been talking to rental property owners letting them know that they are responsible for their properties. Ms. Fuller has also been passing out flyers letting residents know that there's a way they can get rid of their derelict cars and they can get from \$100 to \$300. Residents will be in code violation if they don't get rid of the derelict vehicles, and will be fined. She would also like to look at having another city wide cleanup with an emphasis on residents cleaning up their alleys. Ms. Fuller stated that by the end of the month a lot of vegetation should be rectified, and would like to reiterate that it's a 2 week process in abating a nuisance. Councilperson Rodgers inquired about the house on East 18th St. that has been there for years that need to be demolished and a house on East 5th St. that's a burn out. Terry Rushing response was that he could do the demolition if he had a new truck to haul off the material. Councilperson Rodgers stated that there were houses on the list that hadn't been taken down but other properties had been taken care of ahead of the ones on the list. There was talk about taking out bids for demolishing houses or letting someone demolish for the materials. Terry Rushing stated that once the truck is repaired that the houses could be demolished and hauled off which is a 2 day process. The Fire and Police departments along with the other hosts of the Safety for Kids event was commended on their good works.

Park & Recreation/Armory; Wes Deere stated that he knew that the Recreation Center was a luxury that you have to have clean water and safety. They're trying to address the walk-ins and putting

programs in place to drive revenue. Any suggestions would be greatly appreciated; Wes Deere is open to feedback. The Volleyball league is underway Wednesdays at 8:00 p.m., and baseball and softball are ongoing. The Park Board will be meeting next Wednesday due to Graduation. Wes Deere's nominations are as follows: Karen Henson/Receptionist Secretary, Mario Pitts/Recreation Assistant, Nikki Tate/Lifeguard, and Dondli Hayes/Custodian. Councilperson Bullington motion for approval, second by Councilperson Duckworth, which resulted in the following vote:

Hood	Yes	Merideth	Yes
Rodgers	Yes	Duckworth	Yes
Bullington	Yes	Lyons	Yes
Rittenberry	Yes	Grable	Yes

Business from the floor; Ms. Jefferies inquired of the Sales Use Tax , and that perhaps that it could be looked at a later time after considering the economic development tax to generate revenue for the City. Betty Toles was concerned about the cars racing up and down 7th St., and the loud music all over the neighborhoods. Chief Tony Jones replied that he had gotten another complaint about the speeding on 7th St. and that officers had been staged in the area to try and combat the problem. There was talk of putting down plastic speed bumps to curtail the speeding. James Mott was concerned about underage children driving golf carts and ATVs, and the City enforcing the ordinance. He's afraid that someone is going to get hurt; he had to hit his breaks abruptly to keep from hitting 4 children on a golf cart. Karen Meeks stated that the Council and city officials would need to speak louder so they could be heard in the new meeting facility. Ms. Meeks also made mention that enforcing the city sticker, and not telling where the road blocks would be, would also be a way to create revenue. She also made mention of residents in Memphis, TN being able to acquire property when they tear down a house alleviating the City from having to take it on.

New Business; Signatures need to be changed at the financial institutions that the City does business with. Mayor Grantham stated that Mike McGraw and Nick Cartee would have to be taken off all accounts and replaced with Jimmy Lyons and Josh Rittenberry. Paula Smith will need to come off the Water Works and Meter Deposit accounts and replaced with Virginia Glass. The Recreation Center account will need to take off Randall Waldrop to be replaced by Karen Henson. The Criminal Investigation account will need to add J. J. Bullington besides Jimmy Lyons and Josh Rittenberry.

With no further business to come before the Council the meeting adjourned at 7:10 p.m.

ATTEST:

City Clerk

Mayor