

CARLTON GERRELL, MAYOR
KIM FOSTER, CITY MANAGER



JACKIE JONES, VICE MAYOR
GAYLE GRIFFITH, COMMISSIONER
SAM THARPE, COMMISSIONER
JOHN ETHERIDGE, COMMISSIONER

**BOARD OF COMMISSIONERS MEETING MINUTES
CITY OF PARIS, TENNESSEE
August 4, 2022
5:00 P.M.**

Public Hearing

1) Ordinance to Amend 8-111. A. and 8-111. B. of the Paris Municipal Code – Landfill Fees (Second Reading)

Discussion: No comments from citizens. The Public Hearing was duly closed.

Board of Commissioners of the City of Paris, Tennessee held a Regular Meeting at 5:00 p.m. on Thursday, August 4, 2022, in the Paris City Hall Courtroom.

The meeting was called to order by Mayor Carlton Gerrell with the following roll call:

Present: Mayor Carlton Gerrell
Vice Mayor Jackie Jones
Commissioner Gayle Griffith
Commissioner John Etheridge

Also Present: Community Development Director Jennifer Morris
Administrative Assistant Jessica Crouch
Finance Director Traci Shannon
Building Inspector Jesse Skidmore

Absent: Commissioner Sam Tharpe
City Manager Kim Foster

Media: Ken Walker, Paris Post Intelligencer

Vice Mayor Jackie Jones led the meeting with the Pledge of Allegiance followed by a prayer led by Commissioner John Etheridge.

APPROVAL OF MINUTES: Regular Meeting – July 7, 2022

DISCUSSION: None

ACTION: Commissioner Gayle Griffith made a motion, seconded by Vice Mayor Jackie Jones to approve the minutes as presented.

VOTE: Unanimous

COMMENTS FROM CITIZENS:

First comment was from citizen Shaun Poole who lives at 301 Glenhaven Road, Paris, Tennessee. Mr. Poole brought forth his concern regarding complaints on the Police Officer shortage and the legalization of marijuana / sentencing for an individual who is caught with the illegal substance.

COMMENTS FROM THE COMMISSION:

First comment was from Mayor Carlton Gerrell. Mayor Gerrell recognized long-time attorney Fred McLean. He stated that a formal recognition would be held at the next City Commission Meeting.

SERVICE RESOLUTIONS AND PROCLAMATIONS: None

OLD BUSINESS
AGENDA ITEM NO. 1

Ordinance to Amend 8-111. A. and 8-111. B. of the Paris Municipal Code - Landfill Fees (Second Reading)

DISCUSSION: Mayor Carlton Gerrell stated that this Ordinance refers to an increase in the Landfill fees. Mayor Gerrell explained that the City is charged fees by a contract company, GFL/Waste Management, in order to operate the transfer station and move trash out of the Paris-Henry County Landfill. He stated that to offset the cost, the increase of \$1/ton to the gate price as well as a reduction in the amount of weight that falls below the minimum charge is necessary. The weight threshold to qualify for a minimum \$15 charge and will move from 750 lbs. to 500 lbs. or less.

ACTION: Vice Mayor Jackie Jones made a motion, seconded by Commissioner Gayle Griffith to approve the ordinance to amend 8-111. A. and 8-111. B. of the Paris Municipal Code – Landfill Fees.

VOTE: Unanimous

ORDINANCE NO. 1285

AN ORDINANCE to Amend 8-111. A. and 8-111. B. of the Paris Municipal Code.

SECTION 1. BE IT ORDAINED by the Board of Commissioners of the City of Paris, Tennessee, that 8-111. A. and 8-111. B. of the Paris Municipal Code be amended as follows:

A. That 8-111. A. of the Paris Municipal Code be amended by deleting 8-111. A. in its entirety and substituting the following therefore:

A. **Resident Disposal Fees.** Residents of Henry County shall pay a disposal fee of thirty nine dollars (\$39.00) per ton or any fraction thereof for disposal at the Transfer Station. A disposal fee of thirty three dollars (\$33.00) per ton or any fraction thereof shall be charged for disposal in the Class III / IV Landfill. A minimum charge of fifteen dollars (\$15.00) will apply for amounts up to five hundred (500) pounds disposed of at the Transfer Station or for amounts up to nine hundred nine (909) pounds disposed of at the Class III / IV Landfill (Ord. #717, 09/07/89; Ord. #734, 08/02/90; Ord. #764, 08/06/91; Ord. #805, 07/23/92; Ord. #830, 06/15/93; Ord. #866, 12/01/94; Ord. #990, 11/01/01; Ord. #1071, 06/07/07; Ord. #1090, 06/26/08; Ord. #1105, 07/07/09; Ord. #1232, 6/7/18; Ord. #1285, 08 / 04 / 22).

B. That 8-111. B. 4 of the Paris Municipal Code be amended by deleting 8-111. B. in its entirety and substituting the following therefore:

B. **Non-Resident Disposal Fee.** Non-residents of Henry County shall pay a disposal fee of forty nine dollars (\$49.00) per ton or any fraction thereof for disposal at the Transfer Station. A disposal fee of forty five dollars (\$45.00) per ton or any fraction thereof shall be charged for disposal in the Class III / IV Landfill. A minimum charge of twenty five dollars (\$25.00) will apply for amounts up to five hundred (500) pounds disposed of at the Transfer Station or amounts up to one thousand one hundred eleven (1,111) pounds disposed of at the Class III / IV Landfill (Ord. #1232, 6/7/18; Ord. #1285, 08 / 04 / 22).

SECTION 2. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect on and after final passage and adoption.

Passed and adopted July 7, 2022.

Passed and adopted August 4, 2022.

Mayor



Inaci Shannon
Finance Director

NEW BUSINESS:

**NEW BUSINESS
AGENDA ITEM NO.1
Financial Update**

Narrative to June 2022 Operating Statement

Retail sales tax revenue was ahead again with a 9.96% increase in May compared to last May. Fiscal year-to-date we are ahead 7.5%.

We finished our fiscal year on a high note with FY22 expenditures below revenues and below budget. This has provided us with more to cushion our fund balance for the upcoming unpredictable year.

Please remember the fiscal year-end numbers are unaudited and will change when our audit has been completed.

Other Business:

Personnel changes in June:

New Employees (8): 1 part-time (Parks & Rec), 1 full-time rehire (Public Works), 2 full-time (Public Works), 4 full-time (Patrol Officers)

Retiree (1): 1 full-time (Fire Fighter)

We issued nine business licenses in June:

New Business (7): Hampton Paris LLC, Lake Life RV Service & Repair, Doug Kinsey LLC, McFarland's Automotive Detailing, Oaklawn Southern Dining, Tennessee Bonding Company, The Caffeinated Crafters Library

Add'l Location (1): Schaffhouser Electric (Contractor)

New Owner (1): AEG Tennessee LLC DBA Harrison Eye Clinic

CITY OF PARIS, TENNESSEE							
RETAIL SALES TAX REVENUE							
	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	% Incr(Decr)
JULY	\$748,999	\$791,918	\$787,901	\$802,267	\$898,979	\$951,793	5.87%
AUGUST	\$738,171	\$775,581	\$790,533	\$799,378	\$843,541	\$895,516	6.16%
SEPTEMBER	\$791,866	\$812,873	\$774,425	\$797,992	\$888,921	\$965,256	8.59%
OCTOBER	\$732,345	\$777,777	\$761,812	\$761,453	\$873,733	\$974,047	11.48%
NOVEMBER	\$770,351	\$821,637	\$809,116	\$807,105	\$874,641	\$988,199	12.98%
DECEMBER	\$999,663	\$927,868	\$960,027	\$957,286	\$1,097,412	\$1,210,615	10.32%
JANUARY	\$674,764	\$689,391	\$665,013	\$713,906	\$844,826	\$839,389	-0.64%
FEBRUARY	\$684,426	\$697,202	\$704,313	\$727,380	\$719,938	\$859,647	19.41%
MARCH	\$840,859	\$840,412	\$877,659	\$840,175	\$1,101,592	\$1,102,651	0.10%
APRIL	\$792,642	\$774,320	\$849,875	\$865,360	\$1,040,359	\$1,060,677	1.95%
MAY	\$796,500	\$840,600	\$863,697	\$949,140	\$1,005,346	\$1,105,515	9.96%
JUNE	\$871,656	\$849,365	\$873,145	\$966,861	\$1,013,926		
TOTAL	\$9,442,243	\$9,598,946	\$9,717,515	\$9,988,303	\$11,203,215	\$10,953,304	
Previous YTD % Increase/Decrease	2.52%	1.66%	1.24%	2.79%	12.16%	7.50%	

MONTHLY OPERATING STATEMENT
June 2022

REVENUES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Property Taxes	1,670,000	21,420	1,695,274	101.51%
Local Option Sales Tax	5,735,950	521,462	5,843,720	101.88%
Wholesale Liquor / Beer	880,000	87,056	926,659	105.30%
Business Tax	375,000	136,632	459,186	122.45%
Fees & Licenses	163,500	1,420	170,586	104.33%
In Lieu Payments	880,250	89,961	882,822	100.29%
Grants	2,081,575	195,584	414,040	19.89%
State Shared taxes	1,674,500	151,681	1,778,085	106.19%
All Other	1,775,850	201,109	1,910,004	107.55%
Federal ARPA Grant	0	0	1,491,875	#DIV/0!
Total General Fund Revenue	15,236,625	1,406,325	15,572,250	102.20%
Solid Waste Collection - BPU	1,225,000	105,467	1,262,589	103.07%
Solid Waste Disposal - Transfer	420,000	44,707	437,683	104.21%
Other Revenue	55,400	226	30,781	55.56%
Total Sanitation	1,700,400	150,400	1,731,053	101.80%
Gate Receipts - Brush & Debris	130,000	18,067	153,155	117.81%
County Share Operating Exp	35,000	0	8,280	23.66%
Gate Receipts - Tires	5,000	385	10,222	204.44%
Other Revenue	55,500	257	57,516	103.63%
Total Landfill	225,500	18,709	229,172	101.63%
Total Drug Fund	60,050	12,456	56,140	93.49%
TOTAL REVENUES	17,222,575	1,587,891	17,588,615	102.13%

EXPENDITURES	<u>Annual Budget</u>	<u>Current Month</u>	<u>Yr to Date</u>	<u>Percent Realized</u>
Grants & Donations	261,622	10,135	265,365	101.43%
General Administration	415,537	42,976	414,836	99.83%
Economic Development	159,592	18,057	158,973	99.61%
Elections	0	0	0	#DIV/0!
Financial Administration	331,559	28,027	318,120	95.95%
City Hall Building	101,118	8,853	98,253	97.17%
Police Department	2,244,435	213,906	2,182,666	97.25%
Emergency Communications	738,410	81,443	717,785	97.21%
Fire Department	1,939,060	188,144	1,962,880	101.23%
Building Inspection	116,214	8,005	89,643	77.14%
Street Maintenance	1,867,952	213,641	1,919,972	102.78%
State Street Aid	710,000	2,492	719,171	101.29%
Storm Water Management	74,270	3,026	35,341	47.58%
Street Lighting	95,800	5,876	96,257	100.48%
City Garage	327,783	31,637	291,139	88.82%
Cemetery Maintenance	66,800	9,500	73,000	109.28%
Health & Animal Control	181,719	18,330	174,178	95.85%
Civic Center	685,521	55,337	603,674	88.06%
Parks & Recreation	1,179,648	152,642	1,175,859	99.68%
Library	171,487	0	171,487	100.00%
Community Development	877,800	85,511	701,769	79.95%
ARPA--SLFRF	563,000	194,467	675,285	119.94%
ARPA/TDEC-WII	0	493	4,221	#DIV/0!
Debt Service	803,295	149,248	771,084	95.99%
General Fund Expenditures	13,912,622	1,521,745	13,620,958	97.90%
Sanitation Collection	1,238,206	102,827	1,227,500	99.14%
Contractual Services	690,000	63,680	712,285	103.23%
Total Sanitation	1,928,206	166,507	1,939,785	100.60%
Total Landfill	303,278	19,233	285,604	94.17%
Total Drug Fund	92,500	1,987	78,434	84.79%
TOTAL EXPENDITURES	16,236,606	1,709,472	15,924,781	98.08%

<u>REVENUES OVER / (UNDER) EXPENDITURES</u>	<u>Current Month</u>	<u>Yr to Date</u>
General Fund	(115,419)	1,951,292
Sanitation	(16,107)	(208,732)
Landfill	(523)	(56,432)
Drug Fund	10,468	(22,294)

NEW BUSINESS
AGENDA ITEM NO. 2
Appointments to Boards

DISCUSSION: None

ACTION: Commissioner Gayle Griffith made a motion, seconded by Commissioner John Etheridge to approve the appointments to boards.

VOTE: Unanimous

<u>BOARD</u>	<u>CURRENT MEMBER</u>	<u>PROPOSED MEMBER</u>	<u>TERM EXPIRATION</u>	<u>NEW EXPIRATION</u>
Planning Commission 3 Year Term (Mayoral Appointments/Commission appoints one Commissioner)	Richard Edwards (Vice-Chairman)	Richard Edwards	August 8, 2022	August 8, 2025
Planning Commission 3 Year Term (Mayoral Appointments/Commission appoints one Commissioner)	Lynda Searcy	Lynda Searcy	August 8, 2022	August 8, 2025
Alcoholic Beverage Control Board 3 Year Term (Mayor w/Commission Approval)	James Matthew Wyatt	Jeremy Owen	July 18, 2023	July 18, 2023
City's Representative to the Heritage Center Board of Directors	OPEN (Patrick Smith resigned April 2022)	Carl Holder		

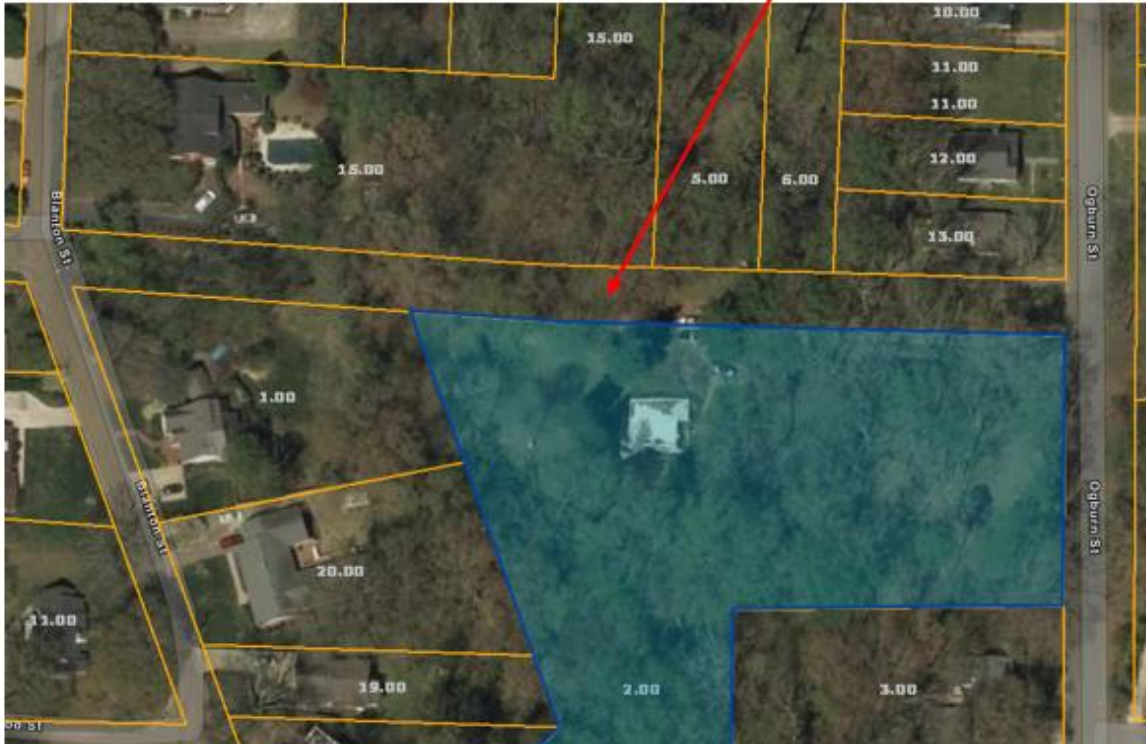
NEW BUSINESS
AGENDA ITEM NO. 3
Request to Divest of the Undeveloped Alley off of Ogburn Street

DISCUSSION: Community Development Director, Jennifer Morris, stated that this request to divest of the undeveloped alley off of Ogburn street is in the city's best interest. Ms. Morris also stated that this request to divest of this property would need to be referred to Planning Commission who will also determine if Keenan Amendments are needed.

ACTION: Commissioner Gayle Griffith made a motion, seconded by Vice Mayor Jackie Jones to approve the request to divest of the Undeveloped Alley off of Ogburn Street and refer to the Planning Commission.

VOTE: Unanimous

Request to Acquire Undeveloped Right-of-Way
at Ogburn and Blanton Streets



NEW BUSINESS

AGENDA ITEM NO. 4

Consideration of Amendment to the Zoning Ordinance Table of Uses

DISCUSSION: Community Development Director, Jennifer Morris, stated that over a period of time the City of Paris has been approached by business owners in the city limits about breweries, distilleries, wineries, etc. She stated that these businesses are currently not listed in table of uses. Ms. Morris stated that this consideration would need to be referred to the Planning Commission for study and recommendation.

ACTION: Vice Mayor Jackie Jones made a motion, seconded by Commissioner Gayle Griffith to approve the consideration of amendment to the zoning ordinance table of uses and refer to the Planning Commission.

VOTE: Unanimous

**STATUS OF VARIOUS PROJECTS
August 2022**

	PRIMARY STAFF	TARGET COMPLETION DATE(S)	
HOME Grant	Morris/Foster	2023	We will hold a pre-bid conference for interested contractors on Aug. 15 and will allow a couple of weeks for bid submissions. Once bids are opened and awarded, they will be sent to THDA for approval. We are hoping to get contracts signed by mid-September.
Back Alley Paris	Foster/Morris/ Ray (DPA)	June 2022	The application for the current round of the ABC grant has been completed and submitted. If awarded, Dan Knowles will begin work on a mural commemorating 100 years of Paris-HC history from 1922-2022.
TA Grant for Sidewalks along Wilson & Patriot	Foster/Morris	Fall 2022	Construction is ongoing. Progress meeting was held on Tuesday, July 19th to stress the importance of driveway access at the schools for the upcoming back to school dates.
2018 STBG Project for Signalization & Safety Upgrades at 3 Intersections Downtown	Foster/Morris	Fall 2022	Preliminary plans under review at TDOT. Work has begun on preliminary ROW plans.
Rison St Bridge Replacement	Foster/Morris	Summer 2023	Core drilling/geotechnical testing on the bridge took place on July 29. The information gained will be used to complete bridge design and construction plans. We are still awaiting a couple of responses before being able to submit the NEPA documentation.
2020 Multimodal Access Grant for 4 Downtown Intersections	Foster/ Morris	Fall 2022	NEPA continues. TLM returned the SDC form with comments addressed on 7/27/22. TLM and signal designer working on adjustments of pole and pedestal placement. To be completed in August. TLM to revise budget once signal adjustments are complete. Work on preliminary plans continues.
2021 Multimodal Access Grant for Tyson/M.W. Intersection Upgrades & Sidewalk	Foster/Morris	Summer 2024 (if awarded)	Survey has been ordered. Work on NEPA phase documentation has begun
2021 TA Grant for Sidewalk Project along Fairgrounds & Royal Oak	Foster	Winter of 2024 (if awarded)	We submitted our application. Award announcements are expected in the summer.
TDEC Water Infrastructure Improvement (WII) Grant	Foster/Schrader	Spring 2023	Mapping and field work on drainage study continues. Basin draining to Loan Oak Road is 75% complete. Mapping to begin around Brooks Street Work on developing overall drainage basins is complete.
Downtown Improvement Grant	Morris/Crouch/Foster	Spring 2024	Seven projects have been completed! One is currently underway, and one is waiting for the contractor who is working on another grant project. We have six projects that still need to get their contracts executed.
Municipal Facilities Study	Foster	Spring 2023	TLM to continue building evaluations through August.

Mayor Gerrell discussed the following updates regarding the Status of Various Projects:

- The first update regarding the Status of Various Projects was in regard to the TA grant for sidewalks along Wilson and Patriot. Mayor Gerrell stated that he was impressed with the project and excited to see the final project once completed.

Notes/Updates from the City Manager

- Search for Next City Attorney: We have begun advertising for resumes and letters of interest for the position of city attorney. We will accept submissions until August 15th. I met with Chip McLean last Friday to discuss the transition; Chip will assist in any way he can but does intend to close his practice by the end of this year.
- Search for Building Inspector / Stormwater Manager: Interviews were held last Wednesday. We had one candidate with past experience in building inspection and ICC certifications. After a second interview I made an offer to Jesse Skidmore. During the meeting, Community Development Director, Jennifer

Morris introduced the new Building Inspector for the City of Paris, Jesse Skidmore, who will begin work on Monday, August 8, 2022.

Motion to Adjourn: Commissioner John Etheridge made a motion, seconded by Commissioner Gayle Griffith to adjourn at 5:20 p.m.

Mayor

Finance Director